



ESSEX COUNTY IN THE PARK  
INDUSTRIAL DEVELOPMENT AGENCY

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**Essex County IDA Board Meeting**  
**February 26, 2016**  
**Ticonderoga Area Chamber of Commerce, Ticonderoga, NY 12883**

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

**Also Present:** Jody Olcott  
Carol Calabrese

**Open of Meeting**

Chairman Darren Darrah opened the meeting at 10:02AM.

**Public Comment**

No comment

**Approval of Minutes**

1. January 27, 2016 Meeting Minutes

**Motion #2016-11:** A motion to approve the January 27, 2016 meeting minutes was made by Jamie Rogers and seconded by Gerald Morrow. All members were in favor.

**Financial Services/Programs**

1. Monthly Loan Report – February 25, 2016 report was distributed.
  - a. Normandie Beach – Application to lift stay and bank to proceed with bankruptcy and payment plan to court has not been reviewed and approved.
  - b. Adirondack Meat Company – AMC is requesting to extend interest only payments until July 2016 (additional 3 months). The business is requesting the same from bank and North Country Alliance (NCA).

**Motion #2016-12:** A motion to approve a 3 month interest only extension for Adirondack Meat Company was made by James Bowen and seconded by Jamie Rogers. All members were in favor.

**Business Park Development**

1. Moriah Business Park
  - a. Lot #1 Building – The current lease with Pre-Tech Plastics (term:5 year) is up for renewal on May 1, 2016. Pre-Tech Plastics has occupied the building since 1998 at a rate of \$3.25/s.f.

**Motion #2016-13:** A motion to renew the lease with Pre-Tech Plastics for 5 years at \$3.75 per sq. ft. was made by Gerald Morrow and seconded by Joseph Kusalonis. All members were in favor.

- b. Smoke/fire alarms went off twice this month. Working with the alarm company on targeting issue.

- c. Lot #4 Building – No issues or comments to report
2. Ticonderoga Commerce Park – Working with land owners on potential sub-division or development on lot #3. Permitting assistance will be needed.
3. Willsboro Commerce Park – Willsboro Development Corporation (WDC) has approached the IDA and requested that the IDA keep property after contract termination in October 2016. WDC noted they are not in financial position to pay expenses for park (real property taxes, insurance and water & sewer) at this time but would reimburse IDA for any expenses should they choose to keep property past termination date.

**Motion #2016-14:** A motion to table discussion regarding the Willsboro Commerce Park ownership after contract termination was made by Jamie Rogers and seconded by Matthew Courtright. All members were in favor.

### **Business Development Updates**

1. Marketing
  - a. National Grid Grant Marketing Program – Awaiting external lead generation invoice from NYS Economic Development Council (NYSED). After receipt, request for reimbursement of \$5,000 will be sent to National Grid.
  - b. Internet based marketing monthly update – Report was distributed in board packages. No comments.
  - c. Essex County Business Industry Education & Training Forum – Career fair will be held on April 1, 2016 at the Moriah Central School. Career fair will be open to Essex County businesses.
  - d. AIME Program – IDA working with CV-TEC and securing scholarship money for students graduating and interested in taking program.
2. Grant Administration
  - a. ESD Grant for the NCCC Facility Feasibility Study – Revised contract received and approved. No update from NCCC as to progress of study.
  - b. Adirondack Park Upper Hudson Recreation Hub Grant – Received \$100,000 reimbursement from Nature Conservancy. Site visits were conducted on 4 of 7 businesses and the remaining 3 will reopen in spring and site visits will be completed.
  - c. REDC CFA Community Renewal Fund II – Board of Supervisors has approved the remaining grant monies to Port Henry business. IDA will be signing agreement with on Monday, February 29, 2016. A & S Customs in Crown Point has remaining monies left to draw down from original five awarded businesses.

### **Financials**

1. January 2016 Financial Report – No Comment

### **New Business**

1. February Abstract for Payment

**Motion #2016-15:** A motion to approve the February Abstract for payment was made by Matthew Courtright and seconded by Joseph Kusalonis. All members were in favor.

2. Next Meeting – March 23, 2016 at 9:00AM at the Essex County IDA office.

### **Adjourn**

**Motion #2016-16:** A motion to adjourn the meeting at 11:30AM was made by Matthew Courtright and seconded by Darren Darrah. All members were in favor.