



ESSEX COUNTY IN THE PARK
INDUSTRIAL DEVELOPMENT AGENCY

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**Essex County IDA Board Meeting
December 7, 2022 at 11:00AM
7566 Court Street, Elizabethtown, NY 12932**

Present: Darren Darrah
John Boyea
Jamie Rogers
Roy Holzer (Zoom)
Matthew Courtright (Zoom)
James Monty

Also Present: Jody Olcott
Carol Calabrese

Absent: James Bowen

Open of Meeting

Chairman Darren Darrah opened the meeting at 11:12AM.

Public Comment

No Comment

Approval of Minutes

1. October 26, 2022 Meeting Minutes

Motion #2022-42: A motion to approve the October 26, 2022 meeting minutes was made by James Monty and seconded by Roy Holzer. Jamie Rogers and John Boyea abstained. Motion passes.

Financial Services Program

1. Monthly Loan Report – A letter was sent this week to both Big Slide Brewery and Denton’s Store regarding late payments. Site visits to all loan recipients and LEAF recipients are underway and will be completed by the end of the year.
2. Straight Lease Back Transactions
 - a. CRC: Northwood School (North Elba) – No Update
 - b. Peaks at Lake Placid (North Elba) – No Update
 - c. Champlain Valley Milling (Willsboro) – IRS site visit was conducted. Awaiting further correspondence.
 - d. Champlain Hudson Power Express (Lake Champlain) – IDA closed our portion of project from escrow. The IDA will file appropriate documents with County Clerk’s office.

Business Park Development

1. Moriah Business Park
 - a. Lot #4 Building (High Peaks Hospice) – No issues to report.
 - b. Whistlepig Rye Whiskey Update – Building 4 of 8 under construction
 - c. Lot #10 (Pre-Tech Plastics) – No Update. Need to contact to discuss next steps to move forward planning.
 - d. Lot #11 (2.73 acres retained by the IDA) – Bids for stormwater pond #3 construction were sought. 1 bid received from Reale Construction in the amount of \$106,000. The IDA had anticipated bids less than \$35,000. The IDA needs to review bid with contractor in order to determine where the large cost discrepancy is. IDA could utilize CV-TEC students and equipment, IDA could purchase required stormwater structure, seek prices for sand and topsoil.

Motion #2022-43: A motion to reject bid received from Reale Construction in the amount of \$106,000 as it exceeds the budget was made by James Monty and seconded by Jamie Rogers. All members were in favor.

Business Development Updates

1. Marketing/Internet Monthly Report – No Comments
 - a. USDA Rural Development Grant (Essex County) – IDA received \$300,000 grant. \$80,000 has been used to War Cannon Spirits (Crown Point) and \$50,000 for Lake Placid Property (Saranac Lake) loans. IDA attended open house event at War Cannon Spirits last week. Business expected to be open for public beginning December 10.
 - b. LEAF COVID-19 Grant Program (North Elba) – IDA is in process of closing out Round 1. IDA completing site visits to all 17 recipients this week. IDA was notified that they were approved for Round 2 of grant funding in the amount of \$264,000 with 10% administration fee. The money is to be received as reimbursement. IDA staff noted that timeline developed for grant was originally with a completion of fall/winter 2022 but because IDA was just recently notified of award last week the timeline to seek interested businesses to apply must change significantly.

Motion #2022-44: A motion to approve the acceptance of the LEAF Grant Program in the amount of \$264,000 with 10% administration fee with the following requirements: the IDA will be requiring 50% up front sent upon acceptance of Grant Agreement, timeline extension request to October 31, 2023 and final payment to the IDA within 90 days of final payments to awarded businesses or the IDA would need to refuse grant was made by Roy Holzer and seconded by Darren Darrah. All members were in favor.

2. Workforce Development – CEF is reaching out to continue meeting with schools. The IDA is working with Essex County on available positions and postings.

New Business

1. December Abstract for Payment

Motion #2022-45: A motion to approve the December Abstract for Payment was made by James Monty and seconded by Jamie Rogers. All members were in favor.

2. 2022 Employee Reviews

Motion #2022-46: A motion to go into executive session at 12:07PM to discuss employment was made by Darren Darrah and seconded by John Boyea. All members were in favor.

Motion #2022-47: A motion to come out of executive session at 12:18PM was made by James Monty and seconded by Darren Darrah. All members were in favor.

Motion #2022-48: A motion to approve raise for Sarah LaFountain to \$22/hour (annual salary \$40,400) and Carol Calabrese & Jody Olcott with a 4% raise effective January 1, 2023 was made by James Monty and seconded by Darren Darrah. All members were in favor.

3. October Financials – No comments

4. Next Meeting – January 25, 2023

Adjourn

Motion #2022-49 – A motion to adjourn the meeting at 12:23PM was made by Darren Darrah and seconded by Jamie Rogers. All members were in favor.