

**Cayuga County Industrial Development Agency
Regular Meeting
First Floor Conference Room
2 State St.
Auburn, NY
May 16, 2017 at 4:00pm**

Chairman Ray Lockwood called the meeting to order at 4:03pm, noting that a quorum was present.

ROLL CALL

Present: Ray Lockwood, Paul Lattimore, Herb Marshall, John Latanyshyn, Grant Kyle, Andrew Rindfleisch

Excused: Gina Speno

Others Present: Tracy Verrier (CEDA); Joe Sheppard (CEDA); Rick Galbato (Galbato Law Firm), Maureen Riester (CEDA)

MEETING MINUTES

Mr. Marshall moved to approve the minutes of the April 18, 2017 Regular Meeting; seconded by Mr. Rindfleisch. All members present voted in favor, motion carried.

BILLS AND COMMUNICATIONS:

Mr. Sheppard presented a bill from NYSEG totaling \$87.97. Mr. Rindfleisch moved to pay the bill, seconded by Mr. Marshall. All members present voted in favor; motion carried.

UNFINISHED BUSINESS

CEDA Staff Update:

Mr. Lockwood moved the CEDA Staff update up in the agenda. Ms. Riester provided an update to the board regarding Project Marinara and stated that she had been meeting with various entrepreneurs, and working with Mr. Sherman on assisting businesses with their Consolidated Funding Applications (CFA). She stated that a new project has been brought before her that is in the very early planning stages and that more information will be provided when it is available. Ms. Riester continued by requesting that Board members let her know if they were aware of any available land parcels, noting that she is looking for approximately ten flat acres of land with access to power, and also for available buildings that are less than 15,000 square feet. Mr. Kyle asked if a building would cover the entire ten acres. Ms. Riester responded that the building would likely cover only about 4 acres and would need access to a lot of power.

Mr. Marshall asked if it was possible to take power from the new NYSEG transmission lines. Ms. Riester responded that she is talking to NYSEG about availability. Mr. Marshall asked if anyone knew of any parcels available for sale near the new NYSEG transmission lines. The Board discussed the availability of various land parcels. Ms. Riester thanked the Board and requested that they let her know if they were to hear of any additional parcels.

Mr. Lattimore asked about the status of Auburn Armature. Ms. Verrier provided a brief update, noting that a representative from the buyer who was asking about the availability of various incentives had contacted us.

REPORT OF THE TREASURER

Mr. Sheppard reviewed the budget report as well as the current PILOT Invoice and Disbursement Report, which contained the disbursements from Finger Lakes Railroad. He stated that the TMB/UPSCO payment had still not been received, but that they have been contacted and will be remitting payment soon. Mr. Latanyshyn moved to accept the Report of the Treasurer; seconded by Mr. Kyle. All members present voted in favor, motion carried.

UNFINISHED BUSINESS (cont.):

CEDA Staff Update (cont.):

Ms. Verrier provided an additional CEDA Staff update noting that Mr. Sherman and Ms. Riester are working with various businesses on their CFA applications, particularly for Empire State Development funding. Ms. Verrier also provided an update regarding the Chamber of Commerce's outreach and the Owasco Lake Economic Impact survey, and that the Workforce Development Taskforce will be doing a survey later in the summer to identify skills and training gaps. She concluded noting that the next couple of months will be focused on assisting businesses with their CFA applications.

Mr. Lattimore asked about the Currier Plastics program at Cayuga Community College (CCC). Ms. Verrier stated that presently the program is underutilized but that the college is doing more to actively marketing and recruit for it, adding that they are interested in collaborating with the business community. Mr. Lattimore asked if the plastics program was the only mechanical program taught at the college or if there were others. Ms. Verrier stated that there were a number of different programs and technical courses, but nothing as advanced as the Plastics Institute. The Board discussed the lack of trained machine operators in the area, along with the lack of trades programs. They then discussed the beginning of various trade education programs and the need for additional trade fairs and enhanced education.

Public Works Enforcement Fund:

Ms. Verrier explained the cover letter that had been provided to the Board for their review. She stated that the direction many IDA's were going in was to draft a cover letter stating that they had received the State's letter, and understood that they would be required to pay into the fund if they were to have any projects that met the requirements. She added that Harris Beach has been working with the NYS Economic Development Council (NYSEDC) and sent the wording for the cover letter. Ms. Verrier continued, noting that NYSEDC believed that IDA's would be exempt from this in the future as they do not generally complete public works projects that are a direct benefit to the Authority. She concluded noting that there is a possibility that a project at the Industrial Park may fall under into the fund, but that it would need to benefit the Authority directly.

Mr. Marshall moved to accept the letter and send it to the Department of Labor – Bureau of Public Works; seconded by Mr. Latanyshyn. All members present voted in favor, the motion carried.

ABO Board Member Training

Ms. Verrier asked that everyone update their ABO Board Member training, explaining that it was not required for anyone except Mr. Kyle and Mr. Rindfliesch, who were currently registered, but that the Governance Committee had established a goal that everyone updated their training. She asked that everyone let Mr. Sheppard know of their availability for these dates and if possible he would sign them up for the training, and would keep them updated as new dates became available.

NEW BUSINESS (cont.):

Patterson Land Lease:

Ms. Verrier explained that this is something that is done annually and that the lease was currently up for renewal. Mr. Lockwood noted that the rental rate was low, but that there was a risk involved as Mr. Patterson may be required to vacate the land on short notice. Mr. Latanyshyn asked what the going rental rate per acre was. Mr. Lockwood responded that it was between \$110 and \$150 per acre depending on the ability to spread manure or not.

Mr. Rindfliesch moved to accept the Land Lease as presented, seconded by Mr. Kyle. All members present voted in favor, the motion carried.

Upcoming Events:

Ms. Verrier provided information on upcoming events.

EXECUTIVE SESSION:

Mr. Lattimore made a motion to enter executive session to discuss matters involving the proposed acquisition, sale or lease of real property; seconded by Mr. Rindfleisch. All members present voted in favor, the motion carried. The Board entered into Executive Session at 4:42pm.

Mr. Marshall made a motion to exit executive session, seconded by Mr. Latanyshyn. All members voted in favor. The Board exited executive session at 5:09pm.

Motion to adjourn made at 5:09 pm by Mr. Marshall, seconded by Mr. Latanyshyn. All present voted in favor, motion passed.

Respectfully submitted,
Joseph Sheppard

Next regularly scheduled meeting: Tuesday, April 20, 2017 at 4:00pm.