

**Cayuga County Industrial Development Agency Meeting
Chamber of Commerce, First Floor Conference Room
May 19th, 2015 4 pm**

Ray Lockwood opened the CCIDA meeting at 4:00 pm, noting there was a quorum present.

ROLL CALL

Present: Ray Lockwood, Joe Runkle, Herb Marshall, Carol Contiguglia, Paul Lattimore, John Latanyshyn.
Excused: Gina Speno

Others Present: Andrew Fish, Tracy Verrier, Maureen Riester (CEDA); Michelle Prego-Milewski (CSS); Rick Galbato (Galbato Law Firm); Fran Hardy (Northeast Regional Council of Carpenters)

MINUTES:

Mr. Marshall moved to accept the April 21, 2015 minutes; motion seconded by Mr. Runkle. All members present in favor, motion approved.

BILLS & COMMUNICATIONS:

Ms. Verrier reviewed a 2010 invoice from Pratt & Pratt Archaeological Consultants for a Phase 1b Cultural Resource Survey of the road extension at the industrial park, explaining that this should have been paid to VIP Structures and reimbursed by CCIDA. However, VIP Structures never received an invoice and therefore never paid Pratt & Pratt or billed CCIDA for the service. CCIDA is responsible for the bill. Mr. Fish said that the bill was discovered when staff was calling for a quote for the current Phase 1B study at the industrial park. He noted that no interest had been applied to the bill.

Motion to pay the Pratt & Pratt invoice by Mr. Lattimore; seconded by Ms. Contiguglia.

The motion was approved by the following roll-call vote:

	<u><i>Yea</i></u>	<u><i>Nay</i></u>	<u><i>Absent</i></u>	<u><i>Abstain</i></u>
Carol Contiguglia	[x]	[]	[]	[]
John Latanyshyn	[x]	[]	[]	[]
Paul Lattimore	[x]	[]	[]	[]
Raymond Lockwood	[x]	[]	[]	[]
Herb Marshall	[x]	[]	[]	[]
Joseph Runkle	[x]	[]	[]	[]
Gina Speno	[]	[]	[x]	[]

BUDGET REPORT

Ms. Verrier informed the board that the annual Fingerlakes Railway fee of \$1,000 was received along with their PILOT payments and the disbursements were being sent out as soon as the checks were signed. She said she will provide a PILOT update in June.

CEDA UPDATE:

Ms. Riester presented to the board. She said that her position was attracting new or expanding businesses in Cayuga County, marketing, working with start-up companies, and working with SCORE. She explained the External Lead Generation program to the board. Ms. Riester said that in addition to Grober, another agribusiness is in talks with CEDA. She briefly described her connection to the new Innovation Business Accelerator, as well as a previous trip to Pittsburgh and a planned trip to Boston to visit incubators. Ms. Riester also discussed her

connection to the Solarize Cayuga campaign, working with BOCES and entrepreneurs, and listed the start-up companies that she is working with. Mr. Lattimore asked if an established company, such as a large national retailer, would contact Maureen. Mr. Fish said that such a business would probably not contact CEDA because there is very little retail incentive, but there could be engagement on a larger project. Mr. Lattimore had questions about zoning and permitting for Solarize Cayuga. Ms. Riester said that a unified solar permit is being worked on through the county planning office.

UNFINISHED BUSINESS:

Mr. Fish informed the board that CCIDA does have an LDA agreement in principal with Grober, but can't act on it until the site plan is approved. The board can close on the benefits resolutions at the June meeting.

Ms. Verrier updated the board on the website issue, informing members that the shared landing page is now off of the table due to design issues. There will be separate CCIDA and AIDA sites for around the same cost as the board is paying now. Once the new site is completed, Ms. Verrier and Ms. Milewski will populate the site with documents. Mr. Galbato suggested that the sites link to each other and CEDA.

Mr. Fish said that four quotes were received for the Phase 1B archeological study at the industrial park. Powers Archaeology was chosen as they were the lowest bidder. The board had authorized up to \$13,000, and Powers came in at around \$8,300. Mr. Patterson was able to till the areas that he farms and Ms. Verrier expects to get the report by the end of the month.

Ms. Verrier is continuing to work on numbers for the logging and the clearing of the wooded area, but would like to wait until the archeological survey is over so the work doesn't overlap. Mr. Fish said that Mr. Patterson has opted not to farm Lot 4 due to debris. Mr. Patterson is not interested in taking on the costs of clearing the wooded areas, but could be interested in farming them once they are cleared.

NEW BUSINESS

Mr. Fish discussed the idea of a joint Governance Committee meeting with AIDA with the board to start talking about policies, procedures, and by-laws. Ms. Verrier noted that this group would set the agenda for the entire joint meeting. The board expressed a desire to learn about the differences between an agency and an authority during this joint committee meeting. Either Justin Miller or Rick Galbato will provide that information. Ms. Verrier and Ms. Milewski will research meeting times.

Mr. Fish reviewed upcoming events with the board.

EXECUTIVE SESSION

Motion to go into executive session to discuss contract negotiations at 4:47 by Mr. Marshall; seconded by Mr. Runkle.

Motion to come out of executive session at 5:39 by Ms. Contiguglia; seconded by Mr. Latanyshyn.

ADJOURNMENT OF CCIDA MEETING

Motion to adjourn the meeting by Mr. Latanyshyn at 5:39; seconded by Ms. Contiguglia. All members present voted in favor, motion passed.

The next regularly scheduled CCIDA meeting will be the held on June 16 at 4 pm.

Respectfully submitted,
Michelle Prego-Milewski