

**Cayuga County Industrial Development Agency Annual Meeting  
Springside Inn, West Lake Road, Auburn, N Y  
December 18, 2012 Noon.**

Carol Contiguglia, Vice Chair called the CCIDA meeting to order at 12:05 pm.

Present: Paul Lattimore, Ray Lockwood, John Latanyshyn, Carol Contiguglia, Herb Marshall

Excused: Vijay Mital, Gina Speno

Others Present: Steve Lynch, Suzanne Gauthier, Rick Galbato, Tom Squires, Andrew Fish, Kelly Gridley

Carol and Steve reviewed with the board the 2012 accomplishments. Carol thanked the County for their assistance in the development of the IDA road.

TREASURER'S REPORT November Treasurer's report was submitted and reviewed by the board.

Herb Marshall motioned to approve the November budget, 2<sup>nd</sup> by John Latanyshyn. All members present voted in favor.

NEW BUSINESS

Appointment-Nominating Committee

Appointment of Officers for FY2013

- Chair: Raymond Lockwood
- Vice Chair: Vijay Mital
- Executive Director: Stephen Lynch
- Secretary: John Latanyshyn
- Acting Secretary/Treasurer: Suzanne Gauthier

Appointment of Transaction Counsel and General Counsel for FY2013

- Transaction Counsel: Justin Miller, Harris Beach PLLC
- General Counsel: Rick Galbato, Karpinski, Stapleton, Galbato and Tehan, PC

Paul Lattimore motioned to approve the above appointments as submitted by the Nominating Committee for FY2013, 2<sup>nd</sup> John Latanyshyn. All members present voted in favor.

The board discussed with Tom Squires, the Board member appointments sent to the County for approval. The CCIDA appointments will be discussed in 2013 with the new Chairman of the Legislature along with the continued discussion of coordination of economic development services with the City of Auburn.

UNFINISHED BUSINESS

- Request for Extension of Agent Agreement: Cayuga Milk Ingredients, LLC (Sales and Use Tax Extension)

**RESOLUTION OF THE CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE EXTENSION OF AN AGENT AGREEMENT AND SALES TAX LETTER PREVIOUSLY DELIVERED IN CONNECTION WITH THE CAYUGA MILK INGREDIENTS, LLC PROJECT**

Motioned by Herb Marshall to approve resolution, 2<sup>nd</sup> by John Latanyshyn. The motion passed with the following roll call vote:

Herb Marshall	Yes
Paul Lattimore	Yes
Vijay Mital	Absent
John Latanyshyn	Yes
Gina Speno	Absent
Ray Lockwood	Yes
Carol Contiguglia	Yes

- Board Confirmation: Extending Audit services Agreement with Cuddy and Ward for the FY2012 CCIDA Audit - Steve explained that the three year contract with Cuddy and Ward expired and requested the board's approval to extend the contract for one more year to complete the FY 2012 Audit.

Paul Lattimore motioned to approve a one year extension of the Cuddy and Ward Service agreement to complete the 2012 Audit, 2<sup>nd</sup> by Ray Lockwood, All members present voted in favor.

- 2013 BUDGET

Steve reviewed with the board the 2013 budget along with the amendments requested. Steve stated that the land closing for Cayuga Marketing will not occur in 2012 as anticipated and requests the board to approve amendment to 2013 Budget with the sale allocated to 2013.

Paul Lattimore motioned to amend the 2013 Budget to reflect the land closing costs, 2<sup>nd</sup> by John Latanyshyn. All members present voted in favor.

CAYUGA ECONOMIC DEVELOPMENT AGENCY (CEDA): Andrew Fish

Andrew Fish reviewed with the board the recent articles written on PILOTS in the City of Auburn. Andrew is preparing a similar article on the CCIDA PILOT program. The board expressed the importance of reporting on the rationale and justification of the PILOT programs for new and expanding business in the retention and creation of new jobs in the County. Andrew explained that currently he will be performing the Chamber of Commerce duties alongside the functions of CEDA. The three year contract with the County will end at the end of the month; however CEDA will continue to provide services with continued negotiations with the County on the extension of the contract. The board will be addressing board vacancies at special meeting followed by a full board meeting in January.

ADJOURNMENT

Paul Lattimore motioned to adjourn the meeting at 2:00 p.m., 2<sup>nd</sup> by Herb Marshall. All were in favor.

The next meeting will be held on January 22, 2013 at the County Office Building, 5<sup>th</sup> Floor Conference Room, 4 p.m.

Respectfully submitted,  
Suzanne Gauthier, Acting Secretary/Treasurer

**Motion to approve minutes, 1<sup>st</sup> Paul Lattimore, 2<sup>nd</sup> John Latanyshyn. All in favor, passed. – January 22, 2013**