

**City of Mechanicville – Town of Stillwater
Industrial Development Agency
Chamber Office, XO Tower, Elizabeth Street
Mechanicville, NY, 12118**

MEETING MINUTES

June 12, 2017

Meeting called to order by Chairperson Sally Herrick at 5:15 p.m.

MEMBERS PRESENT: Chair Sally Herrick, Treasurer Sam Carabis, Secretary Maria Morris, Barb Corsale, John Fusco.

ABSENT: Vice Chair Jim Salmon, Jan Sylvester.

ALSO PRESENT: Gina Kenyon, Secretary to the Mayor, Beth Moeller, Owner of Interactive Media Consulting.

MINUTES: Motion to accept the minutes from March 27, 2017 made by Barb, seconded by John Fusco. Vote unanimous, motion carried.

TREASURER'S REPORT: Sam reported that we have \$2396.64 balance to date. Sally noted that the bank will make adjustments and will waive our fees. If we bank totally online, there would be no fees. Motion to set up online banking made by Barb, seconded by Maria. Vote unanimous, motion carried. Sam reported that Ed Galka is still putting the PILOT payments together. There are five agencies that need to be paid from the DeCrescente PILOT monies. Sally reported that both the City and the Town have passed a resolution to contribute to the IDA. There was further discussion on the need to procure new projects. Motion to approve the Treasurer's Report made by John Fusco, seconded by Barb. Sally reported that we are working on the mechanism of transfer for the monies from the Town and the City.

OTHER BUSINESS: Sam reported that the City Planning Board is meeting tomorrow regarding the Riverside Project (the old Esplanade Project). The IDA is out of it as their extension expired on May 6, 2017. Sally reported that the PARIS report was successfully submitted.

WEBSITE UPDATE: Barb introduced Beth Moeller, owner of Interactive Media Consulting, our website provider. She set up our website many years ago, in or around 1999 or 2000, and is working to update the site. The new site will help us to advertise. SEDC is also a client, and she has a photographer on staff who took several photos of various locations in Stillwater and Mechanicville for the website. Our contents will be linked into SEDC. It is a secure platform, and she will be training both Gina and Sally. The hosting fee includes any needed software upgrades. She will be setting up an email for contacting the IDA. The site will be more user friendly, with a list of Board members, and access to meeting minutes, agendas, schedules, notices, etc. The web address should be the same.

The next meeting is scheduled for September 18, at 5:15 p.m.

Motion to adjourn made at 5:52 p.m. by John Fusco, seconded by Sam. Vote unanimous, motion carried.

Respectfully submitted,

Maria Morris, Secretary