

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

MEETING MINUTES

September 25, 2017

Meeting called to order by Chairperson Sally Herrick at 5:20 p.m.

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

ABSENT: Vice Chair Jim Salmon, John Fusco.

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

2018 TENTATIVE BUDGET: Sam reported that current cash on hand is \$2607.35. We still owe Ed Galka \$2000, for which we are still awaiting a bill, leaving us with a balance of \$607.35. We have a tentative income of \$6000 - \$3000 each from the City and the Town. Our anticipated disbursements will be \$5325, leaving us with a tentative balance of cash on hand of \$1282.35. Motion to accept the 2018 tentative budget made by Maria, seconded by Jan. Vote unanimous, motion carried.

TREASURER'S REPORT: Sam reported that all PILOT's have been paid out to the appropriate entities. Motion to accept the Treasurer's report made by Barb, seconded by Maria. Vote unanimous, motion carried.

MINUTES: Motion to accept the minutes from June 12, 2017 made by Barb, seconded by Sam. Vote unanimous, motion carried.

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.

CHAIRPERSON'S REPORT:

Website: Sally reported that she has spent time with Interactive Media Consulting, and that our new website is nearly set to be reviewed by our attorney, Jim Carminucci. Beth Moeller of Interactive Media Consulting advised that when up and running, our website will carry our minutes, agenda and budget. It will have information on the IDA, the City of Mechanicville and the Town of Stillwater, as well as information on and links to the SCIDA Partnership, the SEDC, the school districts, the City and the Town. The site is intended to be economically developmentally friendly, with links to hospitals, colleges, community centers, Facebook feeds

for the City and the Town, etc. Sally and Gina Kenyon will have the usernames and passwords and will get training on the operation of the website.

Sally also reported that she's met with people whose help has supported us. Specifically, she mentioned Dennis Brobston from SEDC, who has waived our membership fee for a few years now. She spoke with Supervisor Kinowski and Mayor Baker about the future of the IDA, and both have committed to help supplement our budget for 2018. Our Auditor has waived his late fee. She spoke with Ed Galka, who advised that the City School District was being audited, and in response needed info from us. Ed drafted a memo for Jim Carminucci to send to the school. They also discussed more efficiencies in preparing and submitting the PARIS report, and Ed agreed to work with Sally and Gina to assist. He will work with us again next year for the same dollar amount as this year, and maybe a little less if we can assist. Sally spoke with TD Bank, who agreed to waive our service charges once we gave them an email to set up an online account, which has been done. Sally thanked Sam for meeting with her regarding finances.

Jan Sylvester left the meeting at 5:50.

OTHER BUSINESS: Dennis Brobston reported that Polyset is expanding, but a contamination issue is larger than they thought, and they are looking at their options. There was discussion about the DiSiena facility at Round Lake Avenue and the 30,000 sq. ft. property of DA Collins. On the Mackey property on Cold Spring Road, Pike Company is working with Global Foundries to do a manufacturing and technology site. If approved, it will be a \$10m project.

The next meeting is scheduled for November 13, 2017 at 5:15 p.m.

Motion to adjourn made at 6:10 p.m. by Barb, seconded by Sam. Vote unanimous, motion carried.

Respectfully submitted,

Maria Morris, Secretary