

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

MEETING MINUTES

January 9, 2017

Meeting called to order by Chairperson Sally Herrick at 5:30 p.m.

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

ABSENT: Jim Salmon.

ALSO PRESENT: Attorney James Carminucci, SEDC President Dennis Brobston, Mayor Dennis Baker.

Sally Herrick reported that the City's Planning and Zoning Board meeting, also scheduled for tonight, was cancelled. Because the Esplanade project was supposed to be discussed at that meeting, she has received calls as to whether we were going to be discussing the project. Sally stated that it is not on our agenda, and that the project must go through the City Council first. This is our annual organizational meeting. Sam Carabis noted a Gazette report that said NRP Group will not be seeking a PILOT. Sally responded that we have not heard either way from them.

**ELECTION OF OFFICERS:**

CHAIR: Maria Morris nominated Sally Herrick, seconded by Jan Sylvester. Vote unanimous, motion carried.

VICE CHAIR: Barb Corsale nominated Jim Salmon, seconded by John Fusco. Vote unanimous, motion carried.

SECRETARY: Barb Corsale nominated Maria Morris, seconded by John Fusco. Vote unanimous, motion carried.

TREASURER: Sam indicated he no longer wishes to be Treasurer, but agreed to fill in temporarily until we can find another. Barb nominated Sam to fill the position temporarily, seconded by Sally. Vote unanimous, motion carried.

SECRETARY'S REPORT: Maria presented December meeting minutes. Motion to accept made by Sam, seconded by John Fusco. Vote unanimous, motion carried. Maria also presented the April 7, 2016 minutes, which could not be approved previously due to lack of quorum of attendees at that meeting. Motion to accept made by Barb, seconded by Sam. Maria noted that the previously accepted November 1, 2016 minutes had been missing the proposed budget information, and presented an amended version, with the new material on the last page. Motion

to accept the November 1, 2016 meeting minutes, as amended, made by John Fusco, seconded by Barb. Vote unanimous, motion carried.

**TREASURER'S REPORT:** Sam reported that as of December 31, 2016 we had cash on hand of \$2402.64. We have to amend our budget for the year. Our insurance costs went down, from \$998 to \$793. Also, the City of Mechanicville will be giving us \$1500, and the Town of Stillwater will be doing the same. Total balance anticipated for 2017 is \$6199.61, and total expenses anticipated are \$5293.00, leaving us with an end of year cash balance of \$109.64. Dennis Brobston reported that he is working on a project in the Town of Stillwater, which he hopes to bring to us soon. Motion to accept the Treasurer's report, with adjustments, made by Sam, seconded by Jan. Vote unanimous, motion carried.

**OTHER/NEW BUSINESS:** Sally reiterated that the apartment project is not being discussed at this meeting tonight. She also recognized that the Mayor's secretary Gina has been helpful with getting us things that we need.

Dennis Brobston provided the SEDC annual report. They are working with Clarkson University on establishing an incubator project in Saratoga Springs. They are also working with other groups, and that they had a few projects last year that have been very helpful.

Sally reported that Ed Galka is available now to start preparing our PARIS report, and Sam is getting the information together for him. Maria has provided a copy of all the minutes for 2016 and Sam got 12 months of bank statements from TD Bank. We need to get a letter from the accountants for what Ed needs. We also still need to find and appoint a CFO.

Upcoming meetings: March 20, June 12, September 18, November 13 and December 11. March will be for finalizing the PARIS report.

Motion to adjourn made by John Fusco, seconded by Barb. Meeting adjourned at 6:01 p.m.

Respectfully submitted,

Maria Morris  
Secretary