

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

ANNUAL MEETING MINUTES

January 6, 2020

Meeting called to order by Chairperson Sally Herrick at 5:16 p.m.

MEMBERS PRESENT: Chair Sally Herrick, Vice Chair Jim Salmon, Treasurer Sam Carabis, Secretary Maria Morris, Barbara Corsale, John Fusco.

ABSENT: Jan Sylvester.

ALSO PRESENT: Attorney Jim Carminucci, CFO Sal Iavarone, Gina Kenyon, Secretary to Mayor Baker, SEDC President Dennis Brobston.

UPDATE ON STILLWATER SOLAR LLC PROJECT: Sally asked Dennis Brobston to give his update on the Stillwater Solar LLC project. Dennis reported that per Wendy DeWolf, Vice President of East Light Partners, the project is on the agenda for the January 27 Stillwater Planning Board meeting, and that they expect approval from the Board. They are hoping to break ground in the summer.

Dennis also noted he has talked with two companies who are interested in the DiSiena property, one who is interested in just the warehouse and one who is interested in both buildings.

SECRETARY'S REPORT: Maria presented the minutes from the September 24, 2019 meeting. Motion to accept made by Barb, seconded by John. Vote unanimous, motion carried.

ELECTION OF OFFICERS:

CHAIR: Barb nominated Sally Herrick, seconded by Maria. There being no additional nominations, the Secretary cast one vote for Sally.

VICE CHAIR: Sally nominated Jim Salmon, seconded by Barb. There being no additional nominations, the Secretary cast one vote for Jim.

SECRETARY: Barb nominated Maria Morris, seconded by John. There being no additional nominations, the Chair cast one vote for Maria.

TREASURER: John nominated Sam Carabis, seconded by Maria. There being no additional nominations, the Secretary cast one vote for Sam.

TREASURER'S REPORT: Sam reported that our media consultant was paid \$195 on November 18, 2019. We currently have a balance on hand of \$64,157.35. We will send \$2000 to the SEDC as approved at the last meeting. NYS requires three bids for insurance coverage. Sam sent out five requests for bid and received two back; the other three declined to bid. He sent out two additional requests for bid and did not receive any response from either. The Connors Agency quoted us \$839. Sally noted that Sam had in fact conducted his due diligence, and suggested we accept the Connors Agency bid. Motion to accept the Connors Agency bid made by Jim, seconded by Sam. Vote unanimous, motion carried. Sam reported that the only charge TD Bank requires is for check images.

BOARD EVALUATIONS: Maria passed out the Board evaluation forms and all present completed and returned them. Maria completed the evaluation summary form and provided it to Gina for the Paris Report.

PARIS REPORT: Sally reported she spoke with Ed Galka about working on the Paris Report with Sal Iavarone.

OTHER/NEW BUSINESS: The schedule for meetings for 2020 was set and is as follows: March 23, June 8, September 14 and December 7. All meetings, unless announced otherwise, will be at the Mechanicville Stillwater Chamber of Commerce office in the XO tower, starting at 5:15.

There was further discussion regarding the new requirement that our meetings should be livestreamed. We could try to tape and post on our website, but it seems that livestreaming would be impracticable because of the internet service at the XO Tower. Sally will talk with our media consultant about options, and if it truly impracticable to livestream, will get a letter from her so stating. If it would be possible, we would need to purchase equipment. Motion to purchase appropriate equipment after consultation with and recommendations from our media consultant made by Barb, seconded by John. Vote unanimous, motion carried.

Motion to adjourn made by Barb, seconded by Jim. Meeting adjourned at 6:16 p.m.

Respectfully submitted,

Maria Morris
Secretary