

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

MEETING MINUTES

June 7, 2021

Meeting called to order by Chairperson Sally Herrick at 5:17 p.m.

MEMBERS PRESENT: Chair Sally Herrick, Vice Chair Maria Morris, Treasurer Sam Carabis, Barbara Corsale, John Fusco, Patrick Hildreth, Sal Iavarone CFO.

ALSO PRESENT: SEDC President Dennis Brobston.

MEETING MINUTES: Sally Herrick asked the board if everyone had a chance to review the May 3, 2021 minutes that were sent out by Gina Kenyon. Motion to accept the minutes was made by Sam Carabis, and seconded by John Fusco. Vote unanimous, motion carried.

TREASURER'S REPORT: Sam reported the beginning balance for the month was \$64,579.30, there was a deposit made of \$294,947.87 which was from the DeCrescente PILOT payment and would be distributed back out to the various entities in Mechanicville. Sam added there were \$15,155.16 checks paid out and a service charge of \$2.00 was deducted leaving an ending balance of \$344,370.01. Sally mentioned that \$14,140 of the checks paid out reflected the PILOT payments for the Battery project (Key Capture) in Stillwater. There was a motion to accept the treasurer's report by Maria Morris and seconded by Barbara Corsale. Vote unanimous, motion carried.

PARIS REPORT: Sally Herrick stated the PARIS report was filed but the State came back with some questions that needed to be clarified and she worked with Gina, John Bove, and Jim Carminucci to clarify the answers and they have been re-submitted. Barbara Corsale requested that since Sal Iavarone is the CFO he should see the finished report since in the future he will be the one doing the report. Sally Herrick added she has asked Ed Galka to spend time with the committee to go over all of it. Sal Iavarone stated he thinks that is a good idea.

IT LAPTOP and EQUIPMENT: Sally Herrick informed the board that the equipment in which they voted on at the last meeting has been ordered and they are just waiting for the IT technician to let us know the status. Sally Herrick added that a printer needs to be ordered which costs about \$100 and noted that if a purchase is under a certain amount of money our policy states there does not need a motion but wanted everyone to know in case there were any issues with ordering a printer. Barbara agreed that our policy does cover that if it is under a certain amount it be could just ordered it.

OTHER/NEW BUSINESS:

Sam Carabis stated the agency has a contract with SEDC and it seems like it has been awhile since it was renewed and he would like to know if it needs to be renewed. Dennis Brobston stated he would look into it.

Dennis Brobston asked if there was any update to the closing of the solar project. Sally Herrick stated she has not heard an update on that since the last meeting.

Barbara Corsale stated that there is a 2021 promotion by the Mechanicville – Stillwater Chamber of Commerce and if you spend \$20.21 at a small business within the Mechanicville/Stillwater community you can send a photo of your receipt to the Saratoga Chamber and each week the Mechanicville/Stillwater Chamber of Commerce is giving away a \$100 and a \$50 gift card to a small business within Mechanicville/Stillwater.

Next meeting: September 13, 2021

There was a motion to adjourn made by Maria Morris, seconded by Sam Carabis. Meeting adjourned at 5:37 p.m.

Respectfully submitted,

Gina Kenyon
Administrative Assistant Consultant