

**BROOME COUNTY INDUSTRIAL DEVELOPMENT AGENCY
BOARD MEETING
185 Court Street
Binghamton, New York 13901
Wednesday, March 16, 2016, 12:00 pm**

SYNOPSIS OF MEETING

PRESENT: T. Kane, J. Rounds, J. Stevens, J. Bernardo, S. Feehan, W. Howard, D. Marusich, L. Pinker, and R. Bucci

ABSENT: None

GUESTS: Dan Richardson, Roofers Local 203
Winson Chen, Werock
John Solak, City of Binghamton Resident
Eric Cho, Werock
Jim Baumgartner, Binghamton Resident

STAFF: K. McLaughlin, S. Duncan, T. Gray, N. Abbadessa, and C. Campon

COUNSEL: J. Meagher

PRESIDING: T. Kane

Mr. Kane called the meeting to order at 12:00 p.m.

Mr. Kane introduced the new Board member, Richard Bucci. He gave a brief bio on Mr. Bucci.

ITEM #1. OATH OF OFFICE: Mr. Kane administered the Oath of Office to Mr. Bucci.

MOTION: No motion necessary.

ITEM #2. APPROVE MINUTES FOR THE FEBRUARY 17, 2016 BOARD MEETING: Mr. Kane requested approval of the minutes for the February 17, 2016 Board Meeting.

MOTION: Resolution to approve the February 17, 2016 Board Meeting minutes. On a MOTION by Mr. Stevens, seconded by Mr. Feehan, the MOTION CARRIED. Mr. Howard, Ms. Marusich, and Mr. Bucci recused themselves from voting as they were not in attendance at the February Board Meeting.

ITEM #3. PUBLIC COMMENT: Mr. Solak began by stating he feels the developers in downtown Binghamton are not living up to their promises. He feels the Agency may need a compliance team to go and check on these projects. Mr. Solak said there are big potholes in front of the Incubator job site on Hawley Street in Binghamton. He feels this needs to be addressed. He again mentioned that the Agency moving out of downtown Binghamton is a complete disaster. Mr. Solak said Good Shephard Village just released their citizen report, and the project is failing. He would like to know why the Agency would use the Local Development Corporation to issue a bond to this company. Mr. Solak also pointed out that a

few of the new Board Members were absent from the February meeting. He feels it is extremely important to attend every meeting.

MOTION: No motion necessary.

ITEM #4. EXECUTIVE DIRECTOR'S REPORT: Mr. McLaughlin stated that BAE is under demolition and this building should be completely removed by the end of the year and the land ready to use. He said the staff and the Board will need to discuss the future of this land. Mr. McLaughlin said major plans are being created by the Town of Union on the site. Ms. Marusich stated there was a study done by the state, she asked Mr. McLaughlin if the Board could get a copy of the study. Mr. McLaughlin said he will reach out to Rose Sotak to obtain a copy of the study. Mr. Kane asked Mr. McLaughlin if the debris was being removed by rail. Mr. McLaughlin said no, by truck. Mr. McLaughlin stated he and Mr. Gray had a meeting with the DEC. He said there is a trestle that goes between the BAE building and the power plant. Mr. McLaughlin stated DEC is requesting to have this trestle removed. Mr. McLaughlin said he met with a group in Windsor who is interested in trying to rehab the Windsor Inn. He stated this group has been working on this project for many years and he gives them a lot of credit. Mr. McLaughlin said he would like to see the Agency help them if possible. He then said he had a meeting with Joe Mirabito and Mike German in regard to the Windsor Pipeline because they are having some difficulty with the Millennium Pipeline personnel. Mr. McLaughlin stated if these issues are not worked through they may come to the Agency for a PILOT. He said Jason Andrews, Superintendent of the Windsor School District, is anxious to use the gas for the school district. Mr. McLaughlin said there was another executive meeting for the Regional Council. He stated they are working on a process for projects to be evaluated for the URI. Mr. McLaughlin said he and staff are continuing work on the Binghamton, Endicott, and Johnson City Transformation Fund. He stated this should be moved through the Regional Council process in the next two to three weeks. Mr. McLaughlin stated the Agency held a First Friday event at the Center with 76 West. He said about 50 people were in attendance and it was well received. Ms. Duncan stated 76 West is a \$20 million dollar 4 year clean energy competition. She said 76 West selected the Broome County Arena to host the finals in July of 2016. Ms. Duncan said this is wonderful for Broome County since it will bring in more than 500 people to the area. Mr. McLaughlin said he and staff are continuing to work on the Strategic Plan. He said he explained this plan to Mr. Bucci and provided him with updates. Ms. Duncan updated the Board on the BR&E program. She handed out a sample of a Site Survey that she and the staff will be using when they start engaging in the outreach program. Ms. Duncan asked the Board to review the survey and provide feedback.

MOTION: No motion necessary.

ITEM #5. LOAN FUNDS AVAILABILITY AS OF FEBRUARY 17, 2016: Mr. Gray presented the Loan Funds Availability report to the Board. The balances available to lend are \$379,190.19 (STEED) and \$180,187.57 (BDF). No comments were made, but Mr. Gray briefly explained the loan programs for the

benefit of the new Board member, Richard Bucci.

MOTION: No motion necessary.

ITEM #6. RESOLUTION TO ACCEPT THE AGENCY'S EMPLOYEE HANDBOOK: Mr. McLaughlin said he and staff sat with Mr. Howard and reviewed the updates and changes to the employee handbook. The handbook was also sent to Ms. Marusich and Mr. Bucci to review. Mr. McLaughlin feels the handbook is very specific and reflective of the Agency. Ms. Marusich said she reviewed the handbook thoroughly and feels it is well written.

MOTION: To approve and accept the Agency's employee handbook. On a MOTION by Mr. Stevens, seconded by Ms. Marusich, the MOTION CARRIED UNANIMOUSLY.

ITEM #7. RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO CONTRACT WITH INDIVIDUAL ARCHITECTURAL AND ENGINEERING FIRMS AS THE NEED ARISES: Mr. McLaughlin began by explaining the Agency has been using the same firms as Broome County for their architectural and engineering services. He stated someone on the Board suggested the Agency put out RFQ's to obtain its own architectural and engineering firms. Mr. McLaughlin said a legal notice went in the newspaper and an RFQ was sent. The Agency received proposals from Delta Engineers, Keystone and BCK-IBI Group. Mr. McLaughlin is asking the Board to approve the use of all three of these firms on an as needed basis. Mr. Bernardo asked what the parameters are. He is asking if there is a cap as to what the Executive Director is allowed to spend on a firm. Mr. McLaughlin said the Agency has a policy in place that states anything over \$10,000 needs to get Board approval. Mr. Bernardo said this resolution does not state this. Mr. Meagher said he will rewrite this resolution to include parameters. The Board agreed that this issue be tabled until the resolution has been redrafted.

MOTION: No motion necessary.

ITEM #10. EXECUTIVE SESSION: TO DISCUSS THE PROPOSED ACQUISITION AND SALE OF REAL PROPERTY FOR THE BCIDA AND PERSONNEL MATTERS:

MOTION: To convene to Executive Session at 12:27 pm. On a MOTION by Mr. Howard, seconded by Mr. Bernardo, the MOTION CARRIED UNANIMOUSLY.

ITEM #11. RECONVENE TO PUBLIC SESSION:

MOTION: To reconvene back to public session at 1:00 pm. On a MOTION by Mr. Stevens, seconded by Mr. Bernardo, the MOTION CARRIED UNANIMOUSLY.

ITEM #12. ADJOURNMENT: Mr. Kane requested a motion for adjournment.

MOTION: To adjourn the meeting. On a MOTION by Mr. Rounds, seconded by Mr. Stevens, the MOTION CARRIED UNANIMOUSLY, and the meeting was adjourned at 1:02 p.m.

The next meeting of the BCIDA Board of Directors is scheduled for Wednesday April 20, 2016 at 12:00 p.m. at the Broome County Public Library, 185 Court Street, Binghamton, NY.