



**MEETING MINUTES**  
**AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Wednesday, October 19, 2016**  
**Cayuga County Chamber of Commerce**  
**2 State St., Auburn, NY 13021**



**Board Present:** James A. Dacey (Chair & Member of Business)  
 Robert Byron (Member of Industry)  
 Michael Quill (Council Member)  
 William Andre (Member at Labor)  
 Tricia Ottley (Member at Large)  
 Monica Salvage (School Board Member)

**Board Excused:** Terry Cuddy (Council Member)  
 Frank DeRosa (Member at Large)

**Staff & Guests:** Richard Cook, Hancock & Estabrook  
 Tracy Verrier, Executive Director  
 Joseph Sheppard, Assistant Treasurer

Mr. Dacey, Chair, called the meeting to order at 5:02 pm noting a quorum was present.

**Meeting Minutes**

Motion to approve both the September 21<sup>st</sup> regular meeting minutes and the October 5<sup>th</sup> Special Meeting Minutes made by Mayor Quill; seconded by Mr. Andre. All members present voted in favor; motion passed.

**BILLS & COMMUNICATIONS**

Ms. Verrier reviewed bills from both CEDA totaling \$5,002.97 representing the 3<sup>rd</sup> Quarter Administrative charges and Bergmann Associates totaling \$14,652.00, representing Environmental Consulting Services at the Auburn Technology Park. Ms. Verrier explained that the Bergman Invoice is rather large and that we should approach the city soon to get the note finalized that will help to pay for the work being performed on the City parcels. She noted that Bergmann has made substantial progress and have a year to complete the work.

Motion to pay the CEDA Invoice made by Ms. Ottley, seconded by Mayor Quill. All present voted in favor, motion passed.

Motion to pay the Bergmann Associates invoice made by Mr. Byron, seconded by Mr. Andre. Discussion involved Mr. Dacey asking if the City had reviewed the archaeological studies with no problems. Ms. Verrier noted that Bergman had completed it with the City giving the go ahead to move forward with the second phase of the study. Following discussion, all present voted in favor, motion passed.

Mr. Sheppard presented a letter from NYSEG which stated that they are cutting through some Nucor properties with transmission lines and since NUCOR has a PILOT with AIDA that is a sale-leaseback, AIDA is the rightful owner of the properties. Thus, AIDA is notified and has to sign easements whenever easements are needed on Nucor's properties. Mr. Dacey informed the Board that he signed off

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on the Right of Way easement for that property.

### **TREASURER'S REPORT**

Ms. Verrier reviewed the September financials. She noted that last month the legal fees were related to Xylem and they were charged back to them. The 2015-year end financials have been posted to allow for a comparison.

### **UNFINISHED BUSINESS**

Tower Lease Update: Mr. Cook stated that nothing more had happened and that he had nothing to report. Mr. Dacey stated that a straw poll vote of the Board had been taken a while back and that it was the majority consensus that when the option was up they would walk away from it. Mr. Cook stated that he believed that there was a two-year option on the land but would have to go back and look at it. He also believed that there was other language in the agreement stating that there had to be a period of public review before renewal, but again that he would have to look at it and would let everyone know at the next meeting.

CEDA Update: Ms. Verrier provided an update on the workings of CEDA. Ms. Verrier noted that she anticipated an application for Sales and Use tax exemption to arrive regarding the Nolan Block projects following the announcement of Main Street Grant award. Ms. Verrier provided an update on the Innovation Business Accelerator noting that they are placing an application for Federal Funding to aid with the building acquisition since the project's application for state funding had been prioritized by the REDC, and is hopeful for everything to be completed by early 2017. She continued to note that there has been some interest expressed in the McQuay property and that as soon as there is more information available she would provide it. She explained that there have been a lot of requests for ribbon cuttings in and around the city, showing a lot of entrepreneurial and small business activity. Finally, she explained that CEDA has been working on their strategic plan and aligning staff members to the goals of the plan.

Mayor Quill provided details of his trip to Albany to learn about the visitor center noting that there is not much information available. Mayor Quill then gave an update on the Harriet Tubman Park, noting that the park is not moving along as fast as they had hoped but the city is continuing to do everything they can to keep things moving along.

### **NEW BUSINESS**

Finance Committee: Mr. Byron presented the proposed 2017 budget and forecast to the Board. Ms. Salvage questioned the lack of legal fees present in the budget. Ms. Verrier explained that there were not any legal fees because she believed the option was up on the Tower Lease property, and noted that under most circumstances legal fees are charged directly to the companies. Hancock and Estabrook does not charge for attending meetings or other minor inquiries. It was suggested to add a budget for legal fees to account for the fact that there is potentially a 2 year option on the property and thus the lawsuit could continue. Mr. Cook, legal counsel, suggested that \$10,000 would be a good starting point and warned that it could be more or less depending on how the suit continues.

A motion to accept the proposed 2017 budget with amended legal fees of \$10,000 resulting in the change of total expense and net ordinary income by \$10,000 was made by Mr. Andre, seconded by Mr. Byron. All present voted in favor, motion carried.

## **UPCOMING EVENTS**

Ms. Verrier reviewed the upcoming events.

## **BOARD UPDATES**

Mr. Dacey requested that all items that members would like included on the agenda must be sent to Ms. Verrier and Mr. Sheppard at least one week prior to the meeting. He explained that agendas are prepared and distributed one week in advance, so making changes to the agenda becomes difficult after that time. He also requested that everyone respond to the meeting notification emails.

Ms. Ottley reminded everyone of wear purple day on October 20<sup>th</sup> and informed every one of the event at the Courthouse that day at noon.

Ms. Verrier stated that next month Mr. Sherman would be present to provide a monitoring update.

Ms. Verrier asked if anyone had any updates on West Middle School. Ms. Salvage explained that her understanding is that it is awaiting approval at the State level, but they are anticipating approval by December 15<sup>th</sup>.

## **ADJOURNMENT**

Motion to adjourn at 5:45pm by Ms. Ottley; seconded by Mr. Andre. All members present voted in favor; meeting adjourned.

Next regularly scheduled meeting to be held on November 16, 2016 at 5:00pm.