

Central Building, LLC
37 West Garden Street
Auburn, NY 13021

December 12, 2016

Ms. Tracy Verrier
Executive Director
Cayuga County Economic Development Agency
2 State Street
Auburn, New York 13021

Dear Tracy:

Please find the attached application for the Health Central Expansion submitted by Central Building, LLC. Please note that we wish to keep all financial information in strict confidence including page 8, Attachments #3a, #3b & #3c (financials), Attachment #4 (annual report), Attachment #5 (sales and income), Attachment #8a (the narrative), Attachment 8b (construction costs) and related materials.

I would like you and your staff to know how much the partners of Central Building, LLC appreciate your consideration in this matter. Please feel free to call or contact me at any time with questions. I look forward to meeting with the AIDA board on December 21, 2016.

Sincerely,

A handwritten signature in dark ink, appearing to read "Tom Minicucci", written in a cursive style.

Thomas D. Minicucci, MBA
Member/Manager
Central Building, LLC

AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY APPLICATION FOR FINANCIAL ASSISTANCE

Form Adopted: July 20, 2016

IMPORTANT NOTICE: The answers to the questions contained in this Application are necessary to determine the Applicant's eligibility for financing, tax exemptions and other assistance from the Auburn Industrial Development Authority (the "Authority"). These answers will also be used in the financial preparation of legal documents for this transaction. Accordingly, all questions should be answered accurately and completely by an officer or other employee of this Applicant who is thoroughly familiar with the business and affairs of your firm and who is also thoroughly familiar with the proposed project. This application is subject to acceptance by the Authority.

Instructions

1. The Authority will not approve any application unless, in the judgment of the Authority, this Application contains sufficient information upon which to base a decision whether to approve or tentatively approve the project contemplated herein (the "Project").
2. Fill in all blanks, using "none" or "not applicable" or "N/A" where the question is not appropriate to the Project.
3. If an estimate is given as the answer to a question, put "(est)" after the figure or answer which is estimated.
4. If more space is needed to answer any specific question, attach a separate sheet.
5. When completed, return two (2) signed copies of this application to the Authority at 2 State Street, Auburn, New York 13021.
6. A completed Environmental Assessment Form (EAF) concerning the Project must be submitted with the Application. A Short Form EAF should be provided by staff with this Application. Depending on the nature of the Project, the Authority may require a Long Form EAF.
7. Please note that Article 6 of the New York Public Officers Law provides that all records in the possession of the Authority (with certain limited exceptions) are open to public inspection and copying. If the Applicant feels that there are elements of the Project which are in the nature of trade secrets or information, the nature of which is such that if disclosed to the public or otherwise widely disseminated would cause substantial injury to the Applicant's competitive position, the Applicant may identify such elements in writing and request that such elements be kept confidential in accordance with Article 6 of the Public Officers Law.
8. The Applicant will be required to pay to the Authority all actual costs incurred in connection with this application and the Project, including fees and expenses of the Authority's legal counsel.
9. The Authority has established an administrative fee to be paid by the Applicant upon successful conclusion of the sale of the bonds or the leaseback transaction, as applicable, said fee being intended to cover the indirect expenses incurred by the Authority in administering the Project. The administrative fees are outlined in Section I of this application or such other amount as is agreed to by the Authority on a case-by-case basis. Unless the Authority agrees in writing to the contrary, the administrative fee is required to be paid at or prior to the issuance of bonds or the granting of any financial assistance, as applicable.
10. The Authority has established an application fee of five hundred and 00/100 dollars (\$500) to cover the anticipated costs of the Authority in processing this application. A check or money order made payable to the Authority must accompany each application. This application will not be accepted by the Authority unless accompanied by the application fee.

I. Authority Administrative Fee Policy

The Auburn Industrial Development Authority (the "**Authority**") shall calculate Project administrative fees as follows:

For Projects with a Total Project Cost in excess of \$750,000:

- (i) Bond transactions shall incur a fee of 0.75% of the aggregate principal amount of the bonds issued with respect to the Project ("**Bond Fees**"). Legal fees shall be paid in addition to the Bond Fees and such other fees as is agreed to by the Authority Board on a case-by-case basis.
- ✓ (ii) Leaseback transactions shall incur a fee of 1% of the Total Project Costs ("**Leaseback Fees**"). Legal fees shall be paid in addition to the Leaseback Fees and such other fees as is agreed to by the Authority Board on a case-by-case basis.
- (iii) Due to the Authority's interest in promoting and contributing to public benefit, in the sole discretion of the Authority's Board, Leaseback Fees shall not exceed ten percent (10%) of the total benefit approved for the Project.

For Projects with a Total Project Cost between \$100,000 and \$750,000: N/A

- (i) Application for Sales & Use Tax Exemption only shall incur a fee of \$500 and a flat rate legal fee of \$2,500.
- (ii) Application for exemption of Mortgage Recording Tax only shall incur a fee of \$500 and a flat rate legal fee of \$2,500.
- (iii) Application for both (i) and (ii) shall be a fee of \$1000 and a flat rate legal fee of \$3,000.

For purposes of this Policy, Total Project Costs shall be based upon the information in Article III, Section 9 of this Application for Financial Assistance.

II. Applicant Information

Company Name: Central Building, LLC (DBA: Health Central)
Address 1: 37 West Garden Street
Address 2:
City/State/ZIP: Auburn NY 13021
Contact Person: Thomas D. Minicucci Title: member/manager
Contact Telephone: 315-427-5015 Contact Fax: N/A
Contact Email: tminicucci@roadrunner.com

Attorney: David A. Contiguglia Firm: Contiguglia Law Offices, LLP
Phone: 315-252-7515 Email: conti@law.verizon.net

Accountant: Robert Buschman

Firm: Buschman Consulting

Phone: 315-567-5176

Email: rbuschman@buschmanconsulting.com

Business Type: Select One

If other, describe:

If a corporation, date of
establishment? September 3, 1998

If a corporation, incorporated in which
state? New York

Principal Officers, Partners or Shareholders with 15% or greater interest in Applicant organization:

Name	Mailing Address	Telephone #	Percentage Ownership
Phillip Gioia, MD	330 North Seward Ave Auburn, NY 13021	315-253-9758	33 1/3 %
Thomas D. Minicucci, MBA	143 Burtis Point Rd Auburn NY 13021	315-427-5015	33 1/3 %
I. Michael Vella, MD	4919 East Lake Road, Cozenville NY 13035	315-251-3100	26 2/3 %
David A. McCune, PT	260 Coy Glen Road, Ithaca NY 14850	607-257-5009	6 2/3 %

Attach additional sheets if necessary.

III. Project Information

1. Provide a narrative description of your project. Include major elements such as new construction, acquisition of existing building, acquisition of equipment, and proposed product lines. Also, indicate square feet by usage (e.g., office, laboratory, manufacturing), type construction, etc. In the case of pollution control project, also indicate the type of pollutants to be treated or removed and the type of process to be employed. Attach additional sheets if necessary.

see attachment # 8a

2. Location of project:

- a. Address, including the City, Town, or Village:

Street Address: 37 West Garden Street

City/State/ZIP: Auburn, N.Y. 13021

Tax Map ID (if 115.44-1-35.11

available):

Zoning of Project Site: C-2-Central Commercial

Zoning Change Needed?:

Select Yes or No No

b. Attach map showing the general location of the project. See attachment #1

c. If this project will result in closing or relocating from an existing facility, is the move necessary in order to remain competitive? Select Yes or No N/A

d. Describe existing improvements, if any: Built out approximately 63,000 sq ft of the 77,000 sq ft facility. Still need to build out 14,000 sq ft. Proposed project to build 10,000 sq ft of tenant space on third floor of Health Central.

3. Project User:

a. Will the Applicant be the User of the facility that is the subject of the proposed Project?

Select Yes or No Applicant is and will be the landlord of the Health Central Medical facility

b. If no, please submit the following information about the user:

Company Name: N/A

Address 1:

Address 2:

City/State/ZIP:

Contact Person:

Title:

Contact Telephone:

Contact

Fax:

Contact Email:

Business Type: Select One

If other, describe:

If a corporation, date of establishment?

If a corporation, incorporated in which state?

c. Select the type of operations of all end users at the project site (check all that apply):

☐ Industrial

☐ Warehousing

☐ Back Office

☐ Commercial

☐ Retail

☐ Housing

☐ Mixed Use

☐ Facility for Aging

☐ Civic Facility

☒ Other medical and medically related services

d. Does the Project include facilities or property that are used in making retail sales of goods or services to customers who personally visit such facilities? Select Yes or No

yes

- If yes, what percentage of the cost of the Project will be expended on such facilities or property used in making retail sales of goods or services to customers who personally visit such facilities?
- If more than 33.33%, please check all that apply from the following list:
 - ☐ The Project will be operated by a not-for-profit corporation.
 - ☐ The Project is likely to attract a significant number of visitors from outside of the economic development region (defined as the counties of Cayuga, Onondaga, Madison, Cortland, and Oswego).
 - ☐ The Project occupant, if not for the proposed financial assistance from the Authority, would locate the Project and related jobs outside of New York State.
 - ☐ The predominant purpose of the Project is to make available goods or services which would not, but for the Project, be reasonably accessible to the residents of the City, Town or Village within which the Project will be located due to a lack of accessible retail trade facilities offering such goods or services.
 - ☐ The Project will be located in an area designated as an Empire Zone pursuant to Article 18-B of the General Municipal Law.
 - ☒ The Project will be located in a census tract, or census tract contiguous thereto, which, according to the most recent census data has (a) a poverty rate of at least 20% or at least 20% of households receiving public assistance for the year in which the data relates, **and** (b) an unemployment rate of at least 1.25 times the statewide unemployment rate for the year to which the data relates.

4. Utilities on Site:

- | | | |
|------------------------|------------|--|
| a) Water Supply | Select One | Describe source / supplier: Owasco Lake / Auburn Water Supply |
| b) Sewer | Select One | Describe other: Auburn Water Supply |
| c) Electricity Utility | Select One | Describe other: NYSEG |
| d) Gas Utility | Select One | Describe other: NYSEG |

5. Attach copies of preliminary plans or sketches of proposed construction, site plans or floor plans of existing facility. *See Attachment # 2*

6. Who presently is legal owner of the project building or site described in # 2 above?

Central Building, LLC

7. Is there an existing or proposed lease for the project? Select Yes or No. If yes, attach a copy of the lease. *No*

8. Existing Facilities within New York State:

- a. Are other facilities owned, leased or used by the Owner or User (or any related entity/person) within the State? Select Yes or No *No*
- b. If there are other facilities within the state, is it expected that any of these other facilities will close or be subject to reduced activity as a result of the proposed Project? Select Yes or No *N/A*

- c. If yes, is the Project reasonably necessary to discourage the Owner or User from removing activities in the State to a location outside of the State? Select Yes or No If yes, please explain. N/A

Note: The Authority is required to notify the chief executive officer of the municipality from which your facility is being relocated or abandoned. This notification will be sent prior to the Authority's conduct of required public hearing(s).

CERTIFICATION: Based upon the answers provided within question 8 above, the Company hereby certifies to the Authority that the undertaking of the proposed project and provision of financial assistance to the Company by the Authority will not violate Section 2306 of the New York Public Authorities Law.

9. Project Costs (Estimates):

Category	Amount
Land acquisition	<u>N/A</u>
Building Construction/Renovation	<u>\$510,000</u>
Site Work	<u>N/A</u>
Machinery & Equipment	<u>movable equipment provided by tenant</u>
Furniture & Fixtures	<u>to be provided by tenant</u>
Soft Costs (Architect, Legal and Engineering)	<u>N/A</u>
Financial Charges (loan or bond fees and interest)	<u>outlined in Tompkins Trust Line of Credit</u>
Authority Fee	<u></u>
Other (Describe:)	<u>\$25,500 (5% contingency)</u>
Other (Describe:)	<u></u>
Total Project Cost:	<u>\$535,500</u>

10. Sources of Funds for Project Costs:

Source	Amount
Bank Financing:	<u>\$535,500</u>
Equity (excluding equity attributed to grants/tax credits):	<u>N/A</u>
Tax Exempt Bond Issuance:	<u>N/A</u>
Taxable Bond Issuance:	<u>N/A</u>
Public Sources (total pf all state and federal grants and tax credits):	<u>N/A</u>
Identify each state and federal grant/credit:	

Total Sources of Funds for Project Costs:

\$535,500

11. Have any of the above costs been paid or incurred as of the date of this Application?
Select Yes or No If yes, describe particulars. *No*

IV. Permitting and Environmental Requirements

1. Does the project require local planning or permitting approvals? Select Yes or No If yes, please list necessary approvals. *Yes Local Building Permit*
2. Will a site plan application be filed? Select Yes or No If yes, include copy if prepared. *No*
3. Has another entity been designated as lead agent under the State Environmental Quality Review Act ("SEQRA")? Select Yes or No *No*
 - a. If yes, attach copy of Negative Declaration if completed, or a copy of submitted Environmental Assessment Form if Negative Declaration has not yet been issued.
 - b. If no, attach a completed Environmental Assessment Form. *See Attachment #6*

V. Employment and Payroll Projections

1. Job Creation:

- a. Anticipated construction jobs created by the Project:

Anticipated Dates of Construction:

- b. Permanent Full Time Equivalent (FTE)* Jobs to be Created and Retained by the Project

Column A: Insert the job titles or types that exist within the company at the time of application, as well as any job titles that will be established as a result of the Project.

Column B: Indicate the average wage for each listed job title/type in terms of annualized wages.

Column C: Indicate the wage range for each listed job title/type in terms of annualized wages.

Column D: Indicate the average amount of fringe benefits for each listed job title/type.

Column E: For each listed job title insert the number of FTEs that exist at the time of application.

Column F: Insert the number of FTE jobs to be created during year one of the Project for each listed job title.

Column G: Insert the number of FTE jobs to be created during year two of the Project for each listed job title.

Column H: Insert the number of FTE jobs to be created during year three of the Project for each listed job title.

(A) Job Title/Type	(B) Average Annual Wages	(C) Annual Wage Range	(D) Average Fringe Benefits	(E) Current Number of FTEs	(F) Jobs Created: Year One	(G) Jobs Created: Year Two	(H) Jobs Created: Year Three
	\$	\$	\$				
	\$	\$	\$				
	\$	\$	\$				
	\$	\$	\$				
	\$	\$	\$				
	\$	\$	\$				
	\$	\$	\$				
	\$	\$	\$				
	\$	\$	\$				
TOTALS:							

*Definition of Full Time Equivalent (FTE) Job: For the purposes of this application, any employee working 30 hours or more per week is considered 1 FTE. Any employee working fewer than 30 hours per week is counted as a proportion of an FTE equal to the number of hours worked per week divided by 30. For example, an employee working 20 hours per week equals .67 FTE (20 divided by 30). Please contact Authority Staff if you have questions about calculating FTE. **[NEEDS TO MATCH WITH RECAPTURE POLICY]**

2. What percentage of jobs to be created are estimated to be filled by residents of the Labor Market Area, defined by the Authority as the Counties of Cayuga, Cortland, Onondaga, Ontario, Oswego, Seneca, Tompkins, and Wayne? 100 % (est)
3. Payroll Projections:
 - a. Current Annual Payroll: \$
 - b. First Year After Completion of Project: \$
 - c. Second Year After Completion of Project: \$
 - d. Third Year After Completion of Project: \$

VI. Estimate of Potential Benefits

1. Please indicate the type(s) of Financial Assistance sought for the Project:

Select Yes or No	Sales and Usage Tax Exemption	<u>yes (construction materials)</u>
Select Yes or No	Mortgage Tax Exemption	<u>NO</u>
Select Yes or No	Real Property Tax Abatement (PILOT Agreement)	<u>yes</u>
Select Yes or No	Issuance by the Authority of Industrial Development Revenue Bonds	<u>NO</u>

2. Estimated Project Benefits

*Note to Applicant: AIDA staff will work with applicants to identify potential IDA benefits upon receipt of a completed draft application, using the information contained in the draft application and discussions with the applicant. Therefore, **please do not complete this section or sign and certify application** until AIDA staff has reviewed a draft application and assisted in the calculation of estimated benefits.*

A. Sales and Use Tax Exemption

a. Amount of Project Cost Subject to Tax:	\$	<u>455,000 (approximate)</u>
Applicable sales and use tax rate:	x .08	
b. Financial benefit if fully exempt:	\$	<u>36,400</u>

B. Mortgage Recording Tax Exemption

a. Projected amount of Mortgage:	\$	
Mortgage recording tax rate:	x .01	
b. Financial benefit if fully tax exempt:	\$	

C. Payment of Lieu of Taxes (PILOT) *

a. Investment in real property	\$	<u>535,500</u>
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b. Equalization rate

c. Current, pre-project assessment \$

d. Probable post-project assessed value \$

e. PILOT Schedule

See Attachment 8a

Year	f. Abatement on Added Value	g. Abated Taxable Value	h. Total Tax Rate	i. PILOT Payment	j. Full Taxes	k. Net Exemption
Calc.		$c + [(d-c) \times f]$		$(g/1000) \times h$	$(d/1000) \times h$	$j - i$
1	100%	\$		\$	\$	\$
2	90%	\$		\$	\$	\$
3	80%	\$		\$	\$	\$
4	70%	\$		\$	\$	\$
5	60%	\$		\$	\$	\$
6	50%	\$		\$	\$	\$
7	40%	\$		\$	\$	\$
8	30%	\$		\$	\$	\$
9	20%	\$		\$	\$	\$
10	10%	\$		\$	\$	\$

l. Total PILOT Net Exemption: \$

D. Interest Exemption – Bond transactions only

a. Total Estimated Interest Expense Assuming Taxable Interest:

b. Total Estimated Interest Expense Assuming Tax-exempt Interest Rate:

c. Interest Exemption (a - b):

E. Total Estimated Exemptions

a. Sales & Use Tax Exemption

b. Mortgage Recording Tax Exemption

c. PILOT Real Property Net Exemption

d. Interest Exemption from Bond Issuance

e. TOTAL EXEMPTION

	option 1	Option 2
N/A		
\$		
\$		
\$		
\$		
\$	36,400	36,400
\$		
\$	1,028,792	943,792
\$		
\$	1,065,192	980,192

3. Is it likely that the Project would be undertaken without the provision of the above financial assistance? Select Yes or No **NO**

If yes, describe how the Project would be impacted if these benefits were not provided.

VII. Supplemental Materials

1. Map showing project location See Attachment #1
2. Preliminary plans or sketches of proposed construction See Attachment #2
3. Copies of two most recent annual financial statements and unaudited year to date financial statements

{H2851795.2}

year end 2014
year end 2015
YTD 2016

> 9 To be kept Confidential

See Attachments
#3a
#3b
#3c

4. Copy of most recent Annual Report (for established businesses) or Business Plan (for new businesses) *See Attachment #4 (Confidential)*
5. Sales and income projections for next three years *See Attachment #5 (Confidential)*
6. Environmental Assessment Form of Negative Declaration *See Attachment #6*
7. \$500 application fee *See Attachment #7*
8. Other attachments (please specify):
 - a. *III 1 Narrative* *see Attachment #8a (Confidential)*
 - b. *Construction Cost Estimate* *see Attachment #8b (Confidential)*
 - c.
 - d.
 - e.
 - f.
 - g.

VIII. Application Submission

Once the application has been reviewed by Authority staff and Section VI has been completed, please sign, certify and submit the completed application along with Supplemental Materials to:

AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY

C/O Cayuga Economic Development Agency

2 State Street

Auburn, NY 13021

Email Applications (scanned PDFs) may be sent to: tverrier@cayugaeda.org

Telephone: (315) 252-3500

Administrative fees in the amount outlined in Section I will be collected at the time of closing.

Representations by the Applicant

The Applicant understands and agrees with the Authority as follows:

- A. **Job Listings:** In accordance with Section 2329 of the New York Public Authorities Law, the applicant understands and agrees that, if the Project receives any Financial Assistance from the Authority, except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed with the New York State Department of Labor Community Services Division (the "DOL") and with the administrative entity (collectively with the DOL, the "JTPA Entities") of the service delivery area created by the federal job training partnership act (Public Law 97-300) ("JTPA") in which the Project is located.
- B. **First Consideration for Employment:** In accordance with Section 2329 of the New York Public Authorities Law, the applicant understands and agrees that, if the Project receives any Financial Assistance from the Authority, except as otherwise provided by collective bargaining agreements, where practicable, the applicant will first consider persons eligible to participate in JTPA programs who shall be referred by the JTPA Entities for new employment opportunities created as a result of the Project.
- C. **Annual Sales Tax Filings:** In accordance with Section 2326(3) of the New York General Municipal Law, the applicant understands and agrees that, if the Project receives any sales tax exemptions as part of the Financial Assistance from the Authority, the applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the applicant and all consultants or subcontractors retained by the applicant.
- D. **Annual Employment Reports:** The applicant understands and agrees that, if the Project receives any Financial Assistance from the Authority, the applicant agrees to file, or cause to be filed, with the Authority, on an annual basis, reports regarding the number of people employed at the project site.
- E. **Absence of Conflicts of Interest:** The applicant has received from the Authority a list of the members, officers, employees and Counsel of the Authority. No member, officer, employee, or Counsel of the Authority has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

**HOLD HARMLESS AGREEMENT AND APPLICATION DISCLAIMER
CERTIFICATION PURSUANT TO NEW YORK STATE
FREEDOM OF INFORMATION LAW ("FOIL")**

Applicant hereby releases the AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY and the members, officers, servants, agents and employees thereof (the "Authority") from, agrees that the Authority shall not be liable for and agrees to indemnify, defend and hold the Authority harmless from and against any and all liability arising from or expense incurred by (A) the Authority's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the Application or the Project described therein or the tax exemptions and other assistance requested therein are favorably acted upon by the Authority, (B) the Authority's acquisition, construction and/or installation of the Project described therein and (C) any further action taken by the Authority with respect to the Project; including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Authority or the Applicant are unable to reach final agreement with the respect to the Project, then, and in the event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Authority, its agents or assigns, all costs incurred by the Authority in the processing of the Application, including attorneys' fees, if any.

Through submission of this Application for Financial Assistance (this "Application"), the Company acknowledges that the Authority, as a public benefit corporation, is subject to the New York State Freedom of Information Law ("FOIL") and Open Meetings Law ("OML"), as codified pursuant to the Public Officers Law ("POL") of the State of New York (the "State"). Accordingly, unless portions hereof are otherwise protected in accordance with this Certification, this Application, including all Company-specific information contained herein, is subject to public disclosure in accordance with applicable provisions of the POL, Title 15 of Article 8 of the Public Authorities Law ("PAL"), Article 18-A of the General Municipal Law ("GML") (to the extent applicable) and the Public Authorities Accountability Act of 2005, as codified within the PAL. Specifically, this Application may be disclosed by the Authority to any member of the public pursuant to a properly submitted request under FOIL and the Authority is further required to affirmatively disclose certain provisions contained herein pursuant to the GML and PAL, including the identification of the Company, general project description, location proposed capital investment and job estimates.

Notwithstanding the foregoing, the Company, pursuant to this Certification, may formally request that the Authority consider certain information contained within this Application and other applicable supporting materials proprietary information and "trade secrets", as defined within POL Section 87(2)(d). To the extent that any such information should qualify as trade secrets, the Company hereby requests that the Authority redact same in the event that formal disclosure is requested by any party pursuant to FOIL. Application Sections or information requested by Company for Redaction*:

(* - Please indicate specific sections within Application that the Company seeks to qualify as "trade secrets". Additional correspondence or supporting information may be attached hereto. Please also note that notwithstanding the Company's request, the Authority shall make an independent determination of the extent to which any information contained herein may be considered as such)

In the event that the Authority is served with or receives any subpoena, request for production, discovery request, or information request in any forum that calls for the disclosure of the Application, in entirety, specifically including but not limited to any demand or request for production or review of Company-designated trade secrets, the Authority agrees to notify the Company as promptly as is reasonably possible, and to utilize its best efforts to: oppose or decline any such request; preserve the confidentiality and non-disclosure of such requested confidential material; and maintain such information and prevent inadvertent disclosure in responding to any such discovery or information request. The Company understands and agrees that all reasonable costs, including attorney's fees, associated with any such formal undertaking by the Authority to protect the trade secrets from disclosure shall be reimbursed by the Company to the Authority.

The undersigned officer of the applicant deponent acknowledges and agrees that the applicant shall be and is responsible for all costs incurred by the Authority and legal counsel for the Authority, whether or not the Application, the proposed project it describes, the attendant negotiations, or the issue of bonds or other transaction or agreement are ultimately ever carried to successful conclusion and agrees that the Authority shall not be liable for and agrees to indemnify, defend and hold the Authority harmless from and against any and all liability arising from or expense incurred by (A) the Authority's examination and processing of, and action pursuant to or upon, the Application, regardless of whether or not the Application or the proposed project described herein or the tax exemptions and other assistance requested herein are favorably acted upon by the Authority, (B) the Authority's acquisition, construction and/or installation of the proposed project described herein and (C) any further action taken by the Authority with respect to the proposed project; including without limiting the generality of the foregoing, all causes of action and attorney's fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing.

By executing and submitting this Application, the applicant covenants and agrees to pay the following fees to the Authority, the same to be paid at the times indicated:

- (a) The sum of **[\$250]** as a non-refundable application fee, to be paid upon submission of the Application;
- (b) An Administrative Fee amounts to be determined using the schedule in Section I on page 2 hereof for all other projects for which the Authority provides financial assistance, to be paid at transaction closing;
- (c) An amount to be determined by Authority Staff payable to the Authority's bond/transaction counsel for the preparation and review of the inducement resolution, the environmental compliance resolution, TEFRA hearing proceedings and the tax questionnaire assuming no further activity occurs after the completion of the

- inducement proceedings, to be paid within ten (10) business days of the receipt of bond/transaction counsel's invoice;
- (d) All fees, costs and expenses incurred by the Authority for (1) legal services, including but not limited to those provided by the Authority's general counsel or bond/transaction counsel, and (2) other consultants retained by the Authority in connection with the proposed project; with all such charges to be paid by the applicant at the closing or, if the closing does not occur, within ten (10) business days of receipt of the Authority's invoices therefore please note that the applicant is entitled to receive a written estimate of fees and costs of the Authority's bond/transaction counsel;
 - (e) The cost incurred by the Authority and paid by the applicant, including bond/transaction counsel and the Authority's general counsel's fees and the processing fees, may be considered as a costs of the project and included in the financing of costs of the proposed project, except as limited by the applicable provisions of the Internal Revenue Code with respect to tax-exempt bond financing.

The applicant further covenants and agrees that the applicant is liable for payment to the Authority of all charges referred to above, as well as all other actual costs and expenses incurred by the Authority in handling the application and pursuing the proposed project notwithstanding the occurrence of any of the following:

- (a) The applicant's withdrawal, abandonment, cancellation or failure to pursue the Application;
- (b) The inability of the Authority or the applicant to procure the services of one or more financial institutions to provide financing for the proposed project;
- (c) The applicant's failure, for whatever reason, to undertake and/or successfully complete the proposed project; or
- (d) The Authority's failure, for whatever reason, to issue tax-exempt revenue bonds in lieu of conventional financing.

The applicant and the individual executing this Application on behalf of applicant acknowledge that the Authority and its counsel will rely on the representations made in this Application when acting hereon and hereby represents that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.

Company Acknowledgment and Certification:

The undersigned, being a duly authorized representative of the Company, hereby and on behalf of the Company, certifies to the best of his or her knowledge and under the penalty of perjury that all of the information provided by the Company within this Application for Financial Assistance is true, accurate and complete.

The Company, on behalf of itself and all owners, occupants and/or operators receiving or that will receive financial assistance from the Authority (collectively, the "Recipients") hereby certifies that the Recipients are in substantial compliance with applicable local, state and federal tax, worker protection and environmental laws, rules and regulations.

The Company, on behalf of itself and all Recipients, hereby further acknowledges that the submission of any knowingly false or knowingly misleading information herein or within any agreement with the Authority may lead to the immediate termination of any financial assistance and the reimbursement of an amount equal to all or part of any tax exemptions claimed by reason of the Authority's involvement in the project, including all costs of the agency relating to same. The Company has reviewed and accepts the terms of the Authority's Project Recapture and Termination Policy.

By:

Central Building, LLC

Name:

Thomas D. Minicucci, [Signature]

Title:

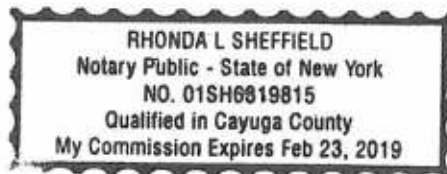
Member / Manager

State of New York)

County of Cayuga) ss.:

On the 13th day of December in the year 2016, before me, the undersigned, personally appeared Thomas Minicucci, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signatures on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Rhonda L. Sheffield
Notary Public



Appendix 1:

PROJECT MONITORING POLICY

Auburn Industrial Development Authority

Adopted: November 17, 2015; Amended: June 21, 2016

The Auburn Industrial Development Authority (AIDA) will adopt the following steps and procedures for the purpose of monitoring the results of PILOT and other tax abatement program(s) that are established with companies. The required steps are as follows:

- 1) Adoption of a PILOT agreement; of which in it there are goals set forth and agreed upon by both AIDA and the company ("Project Goals"). Project Goals may include, but are not limited to, level of investment, job creation/retention (including salary ranges for new and retained positions), and sales tax generation goals. Goals will be determined on a case by case basis.
- 2) AIDA will ask the company to document the number of employees and company payroll, as well as baseline data for any additional Project Goals, at the time the project is induced. Project costs will be verified during the time of the project start-up and then as soon after project completion as feasible. Verification will consist of a certification by the companies' accountant or engineer of the cost(s) of the project. The company will also be asked to provide a copy of their annual financial report/audit to AIDA at the close of the fiscal year(s) during which the project took place.
- 3) Annually, AIDA will ask the company to document the number of retained and/or created jobs and their salaries, as well as sales tax generation for retail and tourism projects. The attached form, which is subject to revision from time to time, will be used for this purpose. AIDA's Acting Treasurer will be responsible for distributing the form to companies with PILOTs or other tax abatement programs no later than December 31st. All new PILOT agreements created after the effective date of this policy will include a reporting clause that will require the companies to return this form by January 31st or risk default. AIDA may also request a copy of the company's NYS-45 with all individual identifying information redacted in order to verify reported employment levels.
- 4) A member of AIDA's staff or board, or a representative of the Cayuga Economic Development Authority (CEDA) on behalf of AIDA, will conduct an annual site visit to each company with a PILOT agreement to see how the company is doing and the status of any improvements and progress toward achieving the Project Goals. The site visit will also allow the AIDA or CEDA representative to observe any new construction, discuss financial operation and performance shortfalls (if any), and to obtain a visual representation of employment levels.
- 5) The AIDA or CEDA representative conducting the site visit, in conjunction with the AIDA Assistant Treasurer, will prepare a report describing each company, its Project Goals, and the progress in achieving the Project Goals.
- 6) The Board of Directors will review the site visit reports and data relevant to Project Goals and compare them to the original agreed upon Project Goals. This will be done at regular meetings throughout the year as site visits are conducted and reports completed.
- 7) If a company has failed to achieve the proposed Project Goals, the AIDA or CEDA representative that conducted the visit, in conjunction with the AIDA Executive Director or Acting Treasurer if necessary, will be responsible for finding the reasons for the shortfall and presenting them to the Board. The Board will then determine whether to:
 - Work with the company in an effort to achieve the Project Goals
 - Give the company more time to achieve the Project Goals
 - Pursue recapture penalties

AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY

Project Report

As part of the incentive package provided to your company by the Auburn Industrial Development Authority (AIDA), it is required that you report to AIDA on an annual basis information regarding employment levels and payroll. Please fill out the form below to satisfy this requirement. All employment and payroll information should be reported as of December 31. Please complete and return this form to **AIDA, 2 State Street, Auburn, NY 13021** by **January 31**.

Contact Information

Company Name:

Company Address:

Company Phone:

Contact Person:

Contact Person Phone:

Contact Person Email:

Employment Level

Number of Full Time Equivalent (FTE)* Employees as of December 31: _____

Number of Leased Employees as of December 31: _____

Number of employees in each of the following categories:

	Skilled	Semi-skilled	Unskilled
Full time			
Part time			
Leased			

Number of Construction Jobs in the reporting year (if applicable): _____

*Definition of Full Time Equivalent (FTE) Employee: For the purposes of this form, any employee working 30 hours or more per week is considered 1 FTE. Any employee working fewer than 30 hours per week is counted as a proportion of an FTE equal to the number of hours worked divided by 30. For example, an employee working 20 hours per week equals .67 FTE (20 divided by 30). Please contact Authority Staff if you have questions about calculating FTE.

Company Payroll

Please do not include data regarding leased employees in the payroll section.

Total payroll as of December 31: \$ _____

Average annualized wage: \$ _____

Annualized wage range: \$ _____ to \$ _____

Sales Tax Generation (For Retail/Tourism Projects Only)

Please state the amount of sales tax generated by your business as reported to the NYS Dept. of Taxation and Finance (Form ST-100) for the last four quarters:

December 1 – February 28: \$ _____

March 1 – May 31: \$ _____

June 1 – August 31: \$ _____

September 1 – November 30: \$ _____

Optional: Employment Plans

What are your employment plans for the current calendar year?

☐ Increase employment ☐ Keep current employment levels ☐ Decrease employment

How much? _____

How much? _____

Please explain your reasoning for this employment plan:

I hereby certify that the above information is accurate to the best of my knowledge and that I am authorized by the company listed above to report information regarding employment and payroll.

Signature

Print Name

Title

Date

Appendix 2:

LOCAL LABOR POLICY AGREEMENT Auburn Industrial Development Authority Adopted: January 19, 2016

Project Applicants, as a condition to receiving Financial Assistance (including sales tax exemption, mortgage recording tax exemption, real property tax abatement, and/or bond proceeds) from the Auburn Industrial Development Authority (the "Authority") will be required to use local labor for 100% of the construction of new, expanded, or renovated facilities. Local labor is defined as an individual that resides within the Cayuga County, an adjacent county, or New York State as stated in the percentages below:

- 65% of all project employees of the general contractor, subcontractor, or subcontractor to the subcontractor (collectively, the "Workers") must reside within Cayuga County;
- An additional 20% of Workers must reside in Cayuga County or an adjacent county (Oswego, Onondaga, Ontario, Cortland, Tompkins, Seneca, or Wayne); and
- An additional 15% of Workers must reside within Cayuga County, an adjacent county, or New York State.

The Authority may determine on a case-by-case basis to waive all or a portion of the local labor policy for a project or a portion of a project where consideration of warranty issues, necessity of specialized skills, cost differentials of at least 10% between local and non-local services, documented lack of Workers meeting the local labor requirement, or other compelling circumstances exist.

In consideration of the extension of Financial Assistance by the Authority, Central Building, LLC (Applicant) understands the Local Labor Policy and agrees to submit a Local Labor Utilization Report Form (attached) at the time of the Application to the Authority, every 90 days thereafter, and/or at the completion of the construction portion of Health Central Expansion (the Project). The Applicant further understands any request for a waiver to this policy must be submitted in writing using the Local Labor Policy Waiver Request form (attached) and approved by the Authority before a tax exempt certificate is issued and prior to hiring any Workers that do not satisfy the local labor requirements laid out above. The Applicant further understands that if the required forms are not submitted to the Authority, then the Authority shall have the right to immediately terminate any and all Financial Assistance being provided to the Project.

The following organizations should be solicited for the purpose of meeting the requirements of this Agreement:

Cayuga Central Labor Council Bill Andre (315) 378-3713 66 Genesee Street Auburn, NY 13021	CNY Area Labor Federation Wendy Colucci (315) 422-3363 wendy@cnylabor.org 615 W. Genesee Street Syracuse, NY 13204	Cayuga Works Career Center Ann Kubarek, Director (315) 253-1592 akubarek@cayugacounty.us James Bepko, Business Services Rep. (315) 479-3263 james.bepko@labor.ny.gov 199 Franklin Street, Ste. 204 Auburn, NY 13021
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The Authority is also able to provide an extensive list of local labor unions upon request.

I agree to the conditions of this agreement and certify all information provided regarding the construction and employment activities for the Project as of _____ (date).

Applicant: Central Building, LLC

Representative for Contract Bids/Awards: Rich + Gardner Construction Company

Vendor Address: 206 Plum Street

City: Syracuse State: NY Zip Code: 13204

Email: rob@rchgrd.com

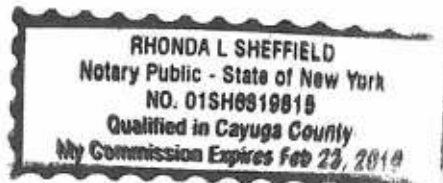
Project Address: 37 West Garden Street Auburn, NY 13021

Authorized Representative: Thomas D. Minicucci

Title: Member/Manager, Central Building, LLC

Signature: 

Sworn to before me this
13th day of December 2016.
Rhonda L Sheffield
(Notary Public)



Local Labor Utilization Report

Applicant: _____

Project Address: _____

COMPLETE FOR ALL CONSTRUCTION CONTRACTORS, SUBCONTRACTORS, AND SUBCONTRACTORS OF SUBCONTRACTORS WHO ARE WORKING OR WHO HAVE WORKED ON THIS SITE IN THE LAST 90 DAYS.

Vendor Name: _____

Vendor Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

List the number of employees residing in each of the following:

Location	# of employees
City of Auburn	Click here to enter text.
Cayuga County outside of Auburn City limits	Click here to enter text.
Oswego County	Click here to enter text.
Onondaga County	Click here to enter text.
Ontario County	Click here to enter text.
Cortland County	Click here to enter text.
Tompkins County	Click here to enter text.
Seneca County	Click here to enter text.
Wayne County	Click here to enter text.
New York State outside of the above listed Counties	Click here to enter text.
Outside of NYS	Click here to enter text.

Is construction complete? Choose an item.

Is this your final report? Choose an item.

I certify that the above is an accurate accounting of the employees that are employed by my company who are working at the above listed project address and their residency.

Authorized Company Representative: _____

Signature:

Date: _____

Local Labor Policy Waiver Request

Applicant: _____

Project Address: _____

Describe the portion(s) of the project for which you would like the Local Labor requirements waived:

[Click here to enter text.](#)

Reason for waiver request:

- ☐ Warranty requirements- Attach supporting documentation
- ☐ Necessity of specialized skills- Attach description of need and documentation of unavailability of Workers with needed skills
- ☐ Cost differential of at least 10%- Attach supporting quotes, including at least two using local labor
- ☐ Unavailability of Workers meeting local labor requirement- Attach supporting documentation
- ☐ Other compelling circumstances- Attach description of circumstances

If for a reason other than warranty requirements, which of the following organizations have you contacted in an attempt to identify Workers meeting the Local Labor Policy Requirements:

- | | |
|---|--|
| <input type="checkbox"/> Cayuga Central Labor Council | <input type="checkbox"/> CNY Area Labor Federation |
| <input type="checkbox"/> Cayuga Works Career Center | <input type="checkbox"/> Individual local labor unions |

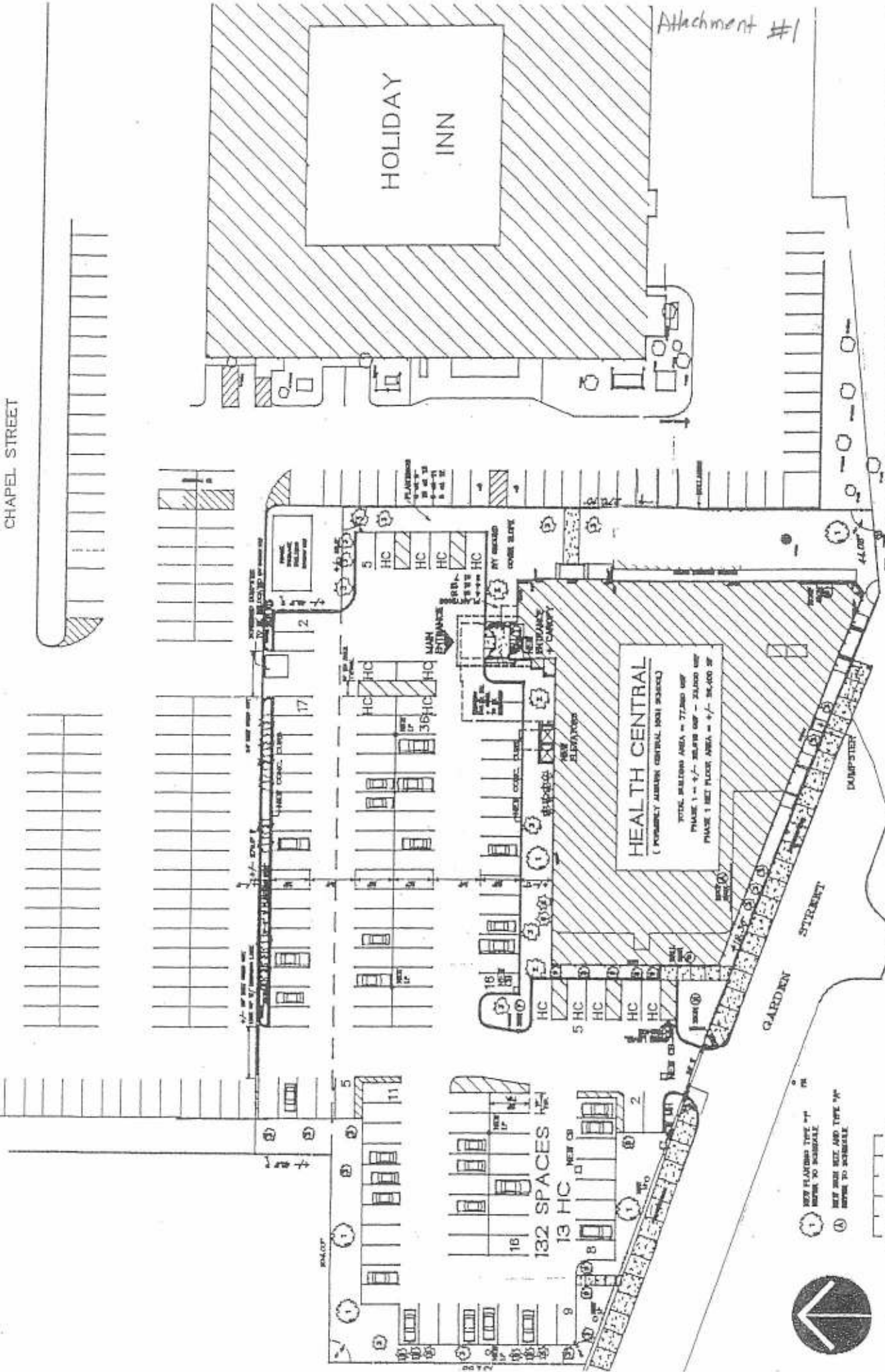
I _____ (Authorized Representative) hereby request a waiver from the Authority's Local Labor Policy for the above mentioned portions of _____ (the project). I understand that the submission of this form does not guarantee a waiver from the Authority and that hiring Workers that do not meet the Local Labor requirements prior to receiving written approval of this Waiver from the Authority could disqualify the project from receiving financial assistance from the Authority and/or could cause the Authority to terminate existing financial assistance.

Authorized Company Representative: _____

Signature: _____

Date: _____

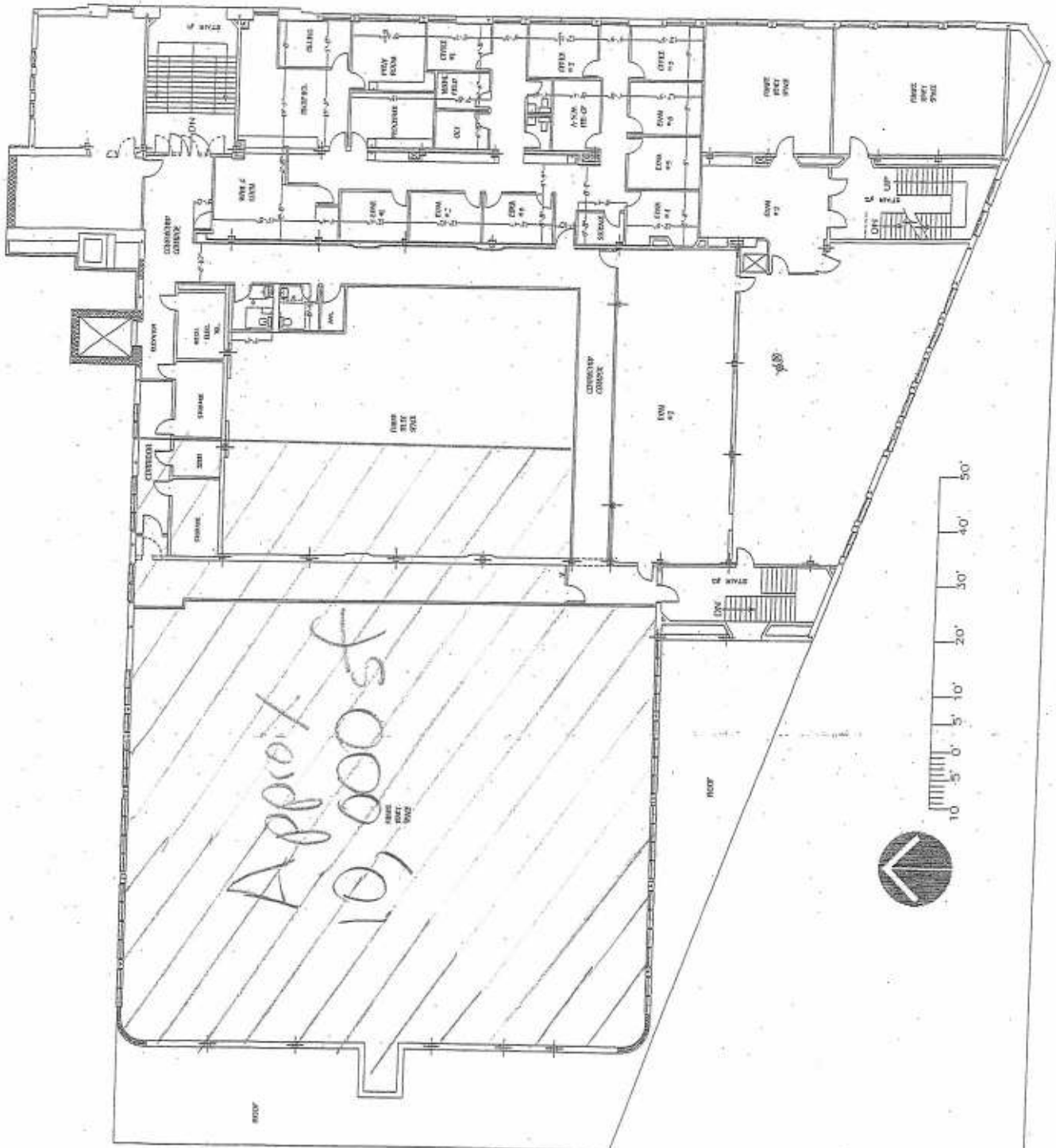
CHAPEL STREET



Attachment #1

SAMUEL J. CICHIELLO - A.I.A. - ARCHITECT 2714 FRANKLIN STREET / WESTPORT, NEW YORK 10880 / AREA CODE 301 JORDAN 880-7000			
Health Central Medical Facility City of Auburn, New York			
Preliminary Site Parking Plan			
DATE	3/10/99	PROJECT	00372

- NOTE
1. ALL PARKING SPACES ARE 10' W x 20' L
 2. HANDICAP ACCESS ASILES ARE 8' W
 3. ALL DRIVING LANES ARE 24' W AND 2 WAY
 4. 132 PARKING SPACES TOTAL INCLUDING 13 HANDICAP SPACES.



617.20
Appendix B
Short Environmental Assessment Form

Attachment # 6

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information							
Name of Action or Project: <i>Health Central 3rd Floor Expansion</i>							
Project Location (describe, and attach a location map): <i>37 West Garden Street, Auburn, NY 13021</i>							
Brief Description of Proposed Action: <i>Build out of 10,000 sf of tenant space on 3rd floor of the Health Central Medical Facility at 37 West Garden St, Auburn, NY.</i>							
Name of Applicant or Sponsor: <i>Central Building, LLC (DBA: Health Central)</i>		Telephone: <i>315-427-5015</i>					
		E-Mail: <i>eminicucci@roadrunner.com</i>					
Address: <i>37 West Garden Street.</i>							
City/PO: <i>Auburn</i>		State: <i>New York</i>	Zip Code: <i>13021</i>				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">NO</td> <td style="width: 50%; padding: 2px;">YES</td> </tr> <tr> <td style="text-align: center; padding: 2px;"><input checked="" type="checkbox"/></td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> </table>	NO	YES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: <i>Building Permit from the City of Auburn</i>			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">NO</td> <td style="width: 50%; padding: 2px;">YES</td> </tr> <tr> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 2px;"><input checked="" type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
3.a. Total acreage of the site of the proposed action? <i>2.37</i> acres b. Total acreage to be physically disturbed? <i>0</i> acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? <i>2.37</i> acres							
4. Check all land uses that occur on, adjoining and near the proposed action. <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland							

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <u>Remediation completed in 2001</u>	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: <u>Central Building, LLC</u> Date: <u>12/12/16</u>		
Signature: <u>Thomas D. Minicucci (Thomas D. Minicucci, Member/Manager)</u>		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input checked="" type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
<u>AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY</u> <u>12/14/16</u> Name of Lead Agency Date	
<u>TRACY VERRIER</u> Print or Type Name of Responsible Officer in Lead Agency <u>EXECUTIVE DIRECTOR</u> Title of Responsible Officer	
<u>[Signature]</u> <u>[Signature]</u> Signature of Responsible Officer in Lead Agency Signature of Preparer (if different from Responsible Officer)	

PRINT