



Auburn Industrial
Development Authority

Regular Meeting Minutes
AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY
Wednesday, September 15th @ 5:00pm
Remote due to COVID-19
2 State Street, Auburn, NY

Board Present:

James Dacey (Chair & Member of Business)
Katie MacIntyre (Member at Large)
Jimmy Giannettino (Council Member)
Jeff Gasper (School Board Member)
Gwen Webber-McLeod (Member at Large)
Terry Cuddy (Council Member)
William Andre (Vice-Chair & Member of Labor)
Roger Beer (Member at Large)

Absent:

Staff & Guests:

Brandon Gravius (Member of Industry)
Danielle Szabo, Interim Executive Director
Taylor Symes, Acting Treasurer
Richard Cook, Hancock Estabrook, LLP
Tracy Verrier, MRB Group
Matteo Bartolotta, JBJ Real Property LLC
Joe Bartolotta, JBJ Real Property LLC

Mr. Dacey called the meeting to order at 5:01pm, noting the presence of a quorum.

MEETING MINUTES:

Mr. Gasper motioned to approve the Regular Meeting Minutes, seconded by Mr. Giannettino. All members voted in favor; motion was carried.

BILLS AND COMMUNICATION:

Ms. Symes presented the bills as follows: TGW in the amount of \$3,000 for month 6 of 6 for ongoing support. Ms. Symes explained this would be TGW's last month for support. Mr. Cuddy motioned to approve the bill, seconded by Ms. MacIntyre. All members voted in favor; motion was carried.

REPORT OF THE TREASURER:

Mr. Beer presented the balance report and the profit and loss performance report. Mr. Beer stated that the only expense for July was TGW in the amount of 3000. The total income for the year so far of \$194,303, the total expense for the year so far was \$41,560.41. This left us with a net income of \$152,742.59. Mr. Beer stated it looks like a solid year and will be a fee to come at the end of the year as seen in previous years. The balance sheet shows a breakdown of August 2021.

Mr. Cuddy motioned to approve the Report of the Treasurer, seconded by Ms. MacIntyre. All members voted in favor; motion was carried.

James A. Dacey
Chairman

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UNFINISHED BUSINESS:

CEDA Staff Update: Ms. Szabo stated that ESD Grant Funding was still available. A few applications are still being worked on. Microenterprise started and Ms. Goloub had 14 applications, 5 people were accepted, 2 people on reserves and 3 people voluntarily decided to audit the class. Ms. Szabo stated that all 10 participants will receive active monitoring during the duration of the program. Ms. Goloub conducted a COGS for Creatives workshop, where she had 6 participants from Auburn, Cato and Aurora. This sparked interest for two more workshops during the winter. The Chamber announced they cancelled their Annual dinner this year. Also, Leadership Cayuga began its 32nd class and Ms. Symes is a part of this year's class. Mr. Dacey stated that the search committee for the executive committee would meet Friday September 17th at 8am. Mr. Giannettino asked who would be representing the City of Auburn on the search committee? Ms. Szabo stated it would be the city manager Jeff Dygert.

NEW BUSINESS:

Resolution- JBJ Real Property Mortgage Refinance: Mr. Dacey read the resolution into record. Mr. Cuddy motioned to approve the resolution, seconded by Mr. Giannettino.

Mr. Bartolotta stated that they are looking to refinance some of their properties that were originally approved by the IDA a while ago. Those projects have not been completed yet along with some of the other properties. The refinance is to replenish funding to be able to complete the projects. Mr. Bartolotta stated they are looking to pull some equity out of the homes. Legal Counsel Richard Cook stated that with AIDA joining the Mortgage and mortgage Extension, JBJ receives the benefit of an exemption from the Mortgage Recording Tax. Mr. Cuddy asked if this would be a formality purpose. Mr. Cook stated that this would be the fourth one. Mr. Cook stated that AIDA would have to be on the mortgage but AIDA doesn't hold any recourse.

Mr. Bartolotta asked if this would extend the Sales Tax Exemption of the project. Mr. Cook stated that their Sales Tax Exemption expired a while ago and this only pertains to the mortgage. Mr. Bartolotta stated that due to more work going into the infrastructures he would need to follow up with the exemption in another meeting. Mr. Beer asked if there was any issue with the projects being completed? Mr. Bartolotta said they had no issues just delays. Mr. Bartolotta stated that they have completed three of their projects on John Street but some delays took place which stopped construction. A public works project was supposed to take place, so until the RFP was sought through all work stopped. Also, due to the pandemic and a lack of materials coupled with high pricing work was slowed down. Mr. Beer asked if they had adequate financing to complete the project? Mr. Bartolotta stated that he hopes. He stated that it depends on the supply chain and the increase of material costs.

Roll Call Vote:

	Yea	Nay	Abstain	Absent
James Dacey	X			
William Andre	X			
Jimmy Giannettino	X			
Brandon Gravius				X
Jeff Gasper	X			
Katie MacIntyre	X			
Gwen Webber-McLeod	X			
Terry Cuddy	X			

Roger Beer

X

All members present voted in favor; motion was carried.

Mr. Giannettino stated that the sidewalks are to be completed through the tourism budget that Senator John W. Mannion granted. Mr. Cuddy reiterated what Mr. Giannettino stated. Mr. Dacey asked when that could potentially be completed? Mr. Giannettino stated hopefully Spring 2022.

Appoint PARIS Certifier: Ms. Symes stated that due to the resignation of the Executive Director, AIDA no longer has a PARIS Certifier. Ms. Tracey Verrier would certify all documents that needed to be entered into the PARIS Reporting System that Ms. Symes would have entered. Ms. Symes sent an email to Mr. Cook and Mr. Poyer asking who could potentially certify the documents until our Executive Director was hired? Mr. Cook responded to the email stating that either a board member or the Interim Director could be appointed.

Ms. Webber-McLeod motioned to appoint Danielle Szabo, Interim Director, as the PARIS Certifier until the Executive Director takes their position, seconded by Ms. MacIntyre. All member present voted in favor; motion was carried.

Report from Governance Committee: Mr. Dacey stated that the Governance Committee met prior to the Regular Meeting and they approved a continuance of the policies as written. No changes were made per New York State. Mr. Dacey stated that once all the committees have met, we will approve everything at once.

EXECUTIVE SESSION:

Mr. Beer motioned to enter an Executive Session at 5:25pm to discuss the Sale and Lease of Real Property, seconded by Mr. Gasper. All members voted in favor; motion was carried.

Mr. Beer motioned to exit the Executive Session at 5:46pm, seconded by Ms. MacIntyre. All members voted in favor; motion was carried

UPCOMING EVENTS:

Ms. Szabo reviewed the upcoming events that were listed on the agenda. Ms. Symes stated that in regards to the Sexual Harassment Training, it is required yearly that board members take it. Once it has been completed, a copy of your certification or completion would need to be sent in for record keeping. Mr. Cuddy asked if the certification from an employer would suffice? Ms. Symes stated that if you completed one for your employment then a copy would need to be sent. Ms. MacIntyre asked for more details on what would be needed.

ADJOURNMENT:

Mr. Beer motioned to adjourn at 5:52pm, seconded by Mr. Cuddy. All members voted in favor; motion was carried.

Respectfully Submitted,

Taylor Symes