



Auburn Industrial
Development Authority

MEETING MINUTES
AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY
Wednesday, September 21, 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)
Frank DeRosa (Member at Large)
Terry Cuddy (Council Member)
William Andre (Member at Labor)

Board Excused: Tricia Ottley (Member at Large)
Monika Salvage (School Board Member)

Staff & Guests: Richard Cook, Hancock & Estabrook
Tracy Verrier, Assistant Treasurer

Mr. Dacey, Chair, called the meeting to order at 5:01 pm noting a quorum was present.

Meeting Minutes

Motion to approve the July 21, 2016 regular meeting minutes by Mr. Cuddy; seconded by Mayor Quill. All members present voted in favor; motion passed.

BILLS & COMMUNICATIONS

Ms. Verrier reviewed bills from Hancock and Estabrook totaling \$1,970, noting that Mr. Cook recommended charging \$970 to Xylem as it was for research related to a request from them. Ms. Verrier also presented a bill that had been received from Bergmann Associate for environmental and planning work completed to date totaling \$4,660. Motion to pay bills by Mayor Quill, seconded by Mr. Cuddy. All present voted in favor, motion passed.

TREASURER'S REPORT

Ms. Verrier reviewed July and August financials. Mr. DeRosa asked why there was a difference between the net loss and the total draw down on the bank accounts. Ms. Verrier stated that she would double check, but suspected there were bills that crossed over the calendar year, and thus were on the P&L from 2015 but were actually paid in 2016. Mr. DeRosa asked that the year end 2015 financials be made available for comparison. Ms. Verrier stated she would add them to the board page on the website for consistent access.

UNFINISHED BUSINESS

Update from Bergmann Associates: David Plante of Bergmann Associates joined the meeting by phone. He explained that he and his team had completed the wetland delineation field work and are now finishing the office work and mapping. He did not expect any significant findings for the delineation or the endangered species research, noting they did look for a specific species of bat but did not find any environments that would be hospitable for them. Mr. Plante also noted that they had completed the first phase of the archeological, but were waiting on feedback from

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City staff before moving on to the next phase. The Phase 1 ESA to determine potential contaminations had also been started, and field work should be completed in the next few weeks. Sewer and water report was also started, and it appears that there is plenty of capacity. Once all field work is completed, the team will move into the research phase. All of these aspects will be included in the master plan. Mr. Dacey asked if past farming of the land will trigger anything with the ESA. Mr. Plante stated it could show up in archeological or ESA depending on the type of farming, noting that only certain types of farming raise issues with contamination. Mr. DeRosa noted that many businesses don't fully understand their responsibilities, particularly around sewage treatment, in part because of the multiple levels of regulation and numerous regulatory agencies. Mr. Plante agreed and stated that should be considered, but noted that in relation to utilities more focus is put on capacity.

Tower Lease Update: Mr. Cook stated that the judge had entered an order regarding the estate of one of the filers, and that the next court date is in October.

CEDA Update: Ms. Verrier noted that the new CEDA Technical Specialist will be starting at the end of September. This person will be providing a lot of the staff support to the IDA. Ms. Verrier also updated the board on the CNY REDC process and projects, noting that the developers renovating the Nolan Block had applied for state funding and will likely come to the IDA for sales and use tax exemptions by the end of the year. Ms. Verrier also explained that CCIDA had instated a new policy regarding rolling stock that put additional requirements on applications that included any vehicles or other rolling stock. The board requested that Ms. Verrier provide them with a copy of the policy.

NEW BUSINESS

City Funding Request: Ms. Verrier explained that the city, in particular City Clerk Chuck Mason, had approached her about AIDA financially supporting the development of the Regional Market that was included in the Downtown Revitalization Initiative application. Since that application was not successful, the City submitted for planning funding through the regular state grant funding process. The grant would just be to do planning and construction drawings, which would then allow the City to find a developer. AIDA is being asked to help fund the match for the grant. Mr. DeRosa stated that they needed more information about the project, and asked that City Staff be invited to a meeting to give more detail and a more structured request. Mr. Dacey noted that the County should buy in as well.

Xylem Request: Ms. Verrier presented a request from a consultant of Xylem to amend their PILOT for this last year, in particular related to the school payment. The company recently got a reduction in their assessment, but the PILOT won't reflect that because it's a set payment schedule. The PILOT liability for the school district is roughly \$30,000 more than their actual tax liability would be. Mr. Dacey noted that assessment changes should be considered in future PILOTs, and was concerned about the precedent that could be set if the PILOT was amended or terminated early. Mr. Cook noted that the PILOT was renegotiated in 2001 and the company was provided the option of a set payment vs. an assessment based payment. Ms. Verrier explained that Ms. Salvage had called her to express her concern as the school had budgeted for the payment. A straw poll of the board members indicated there was no support for a change to the PILOT.

Other Business: Mr. DeRosa and Mr. Byron explained to the board that they had been conducting an internal audit of projects. They randomly selected four companies with PILOTs to confirm

employment and investment levels and ensure they had met the levels outlined in their agreements and applications. They requested NYS-45 forms to confirm employment and a federal tax document to confirm investments. They had received complete sets of NYS-45s from 2 companies, and a nearly complete set from one more (it was discovered an additional year was needed upon reviewing the provided documents). One company had not submitted any documents. They noted that it would be important moving forward to ensure that companies understand what type of documentation they will be asked for in monitoring and to ensure that applications are completed accurately and fully. Ms. Verrier noted that some adjustments have already been made to address these issues in the application process and monitoring policy. Mr. Cook noted that the responsibility for providing proof of employment and investment levels falls on the company, but it would help to make sure they understand what is needed to do that. Ms. Verrier asked if the board would like to set time aside at the October meeting to continue discussing the audits. Mayor Quill recommended a special meeting to discuss the audits and the regional market project. Staff agreed to find a date for a special meeting.

Mr. Dacey noted that there is still an open board seat, and that Ron Lavarney (a former teacher and Town of Fleming Town Board member) may be interested and now lives in Auburn. Mr. DeRosa recommended reaching out to Nino Pelligrino at Chemung. Mayor Quill stated he would check with City Council to see if they had any recommendations.

Ms. Verrier noted that the Finance Committee will need to meet before the October meeting to review the budget. That committee consists of Mr. Dacey, Ms. Ottley, and Mr. Byron.

UPCOMING EVENTS

Ms. Verrier reviewed the upcoming events.

ADJOURNMENT

Motion to adjourn at 6:15pm by Mr. Cuddy; seconded by Mr. DeRosa. All members present voted in favor; meeting adjourned

Next regularly scheduled meeting to be held on October 19, 2016 at 5:00pm.