



Auburn Industrial
Development Authority

MEETING MINUTES
AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY
Wednesday, April 20, 2016
Cayuga County Chamber of Commerce
2 State St., Auburn, NY 13021

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

Board Excused: Demetrius Murphy (Member at Large)

Staff & Guests: Rob Poyer, Hancock & Estabrook
Tracy Verrier, Assistant Treasurer
Michelle Prego-Milewski, Acting Secretary

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

Motion to approve the March regular meeting minutes by Ms. Salvage; seconded by Mr. Cuddy. Ms. Ottley noted that the idea to have a joint IDA night at Falcon Park was Mr. Quill's, not hers. Mr. Dacey and Mr. DeRosa abstained, and all other members present voted in favor; motion passed.

CEDA INVOICE

Motion to accept the first quarter CEDA Invoice by Ms. Ottley; seconded by Ms. Salvage.

OWASCO RIVER TRAIL

Ms. Verrier said that she received a call from NYSDOT regarding the Owasco River Trail. The City of Auburn would like to purchase a small portion of the Central Building parcel to build a sidewalk for the trail. Ms. Verrier referred them to Tom Minicucci. She said that Mr. Dacey would have to sign documentation because AIDA has a leasehold agreement on the property as a result of the PILOT, but that the sale should not impact the PILOT because it is a very small piece of land. Mr. Dacey asked for an update on the mortgage, and Ms. Verrier said that was approved at a previous meeting. Mr. Poyer noted the closing had not occurred yet, but should be done soon.

REPORT OF THE TREASURER

Mr. DeRosa noted that the net income amounts did not equal on the profit & loss and balance sheet. Ms. Verrier said it is likely due to an audit adjustment and that she will look into the matter. The item was tabled until the May meeting.

CEDA STAFF UPDATE

Ms. Verrier updated the board on CEDA activities. She said that the search committee for the Executive Director has been continuing to work, and they are hoping to extend and offer by mid-May. She expects the new Executive Director will start sometime in June. Ms. Ottley asked if a stakeholder meeting was still planned

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and Mr. Dacey said it will still be part of the process.

Ms. Verrier said that she attended the most recent CNY REDC meeting and that the state is narrowing in on the process to access URI funds. She said that there is also an outstanding EDC grant balance and the council is starting to consider how they want to use the balance. The council is able to recommend projects to allocate those funds to, but the state is the final decision maker. Ms. Verrier said that the TIGER grant that was unsuccessful last year will be updated and submitted later in the week. The project includes a rail extension to NUCOR.

START-UP NY MOU DRAFT

Ms. Verrier reviewed the StartUp New York program. She said the SUNY System and NYS have secured brokers to help attract businesses. She said there is no requirement to participate, and the broker fees are built into the deal structure. She said that AIDA can participate if they have an MOU with CCC. Ms. Verrier recommended using the brokers to market a parcel in the Auburn Tech Park. Mr. Poyer said he didn't have too many concerns about the MOU. Ms. Verrier said that the first step is to partner with the college, and that Cushman & Wakefield have been selected and she believes Paul Mackey will be the broker. Mr. DeRosa expressed concerns stemming from his past experience with Cushman. Ms. Salvage asked if AIDA would have to pay for the services and Ms. Verrier said they did not due to the fees being built into the deal. Mr. DeRosa mentioned that AIDA might want to consider site consultants instead. Ms. Verrier said that the StartUP NY broker agreement would give them exclusive rights, so if AIDA wanted to use a different broker or consultant they would not be able to use the StartUP NY broker and would need to pay out of pocket for those services. Ms. Salvage asked if the agreement would be with the state or the broker. Ms. Verrier said that if AIDA was going to take part, SUNY has already negotiated a contract for all of StartUp New York, so AIDA would be signing on to that contract. She added this is not something AIDA has to do. Ms. Ottley noted that there has been very little marketing to promote the parcel. Ms. Verrier said that an MOU establishes a relationship with the college. Ms. Ottley asked how successful the brokers have been. Ms. Verrier said that a number of schools and partners have signed on with the brokers. She said that there are over 100 companies in the program, but many were in before and it was hard to tell the effectiveness of the brokers directly. Mr. DeRosa said that there is nothing stopping AIDA from hiring a brokers. Ms. Verrier said that if the board elected to do that, it could still participate in StartUp New York by signing the MOU with the college, that would allow the parcel to at least be added to the plan as a designated site even if AIDA doesn't use the broker. That could put AIDA in a better place to be noticed for potential projects. Ms. Salvage asked if it was just the one parcel, and Ms. Verrier said that was up to AIDA. She said the board could put one or both parcels in, and once it's a designated site it's on the radar. Ms. Ottley asked if there was a risk, and Ms. Verrier said that it did not encumber the site, so if they want to use the site for something else we can just remove it from the plan. Ms. Ottley asked if the leads were filtered through Cushman, and Ms. Verrier said a lot are going to the big schools like University of Buffalo. Ms. Salvage said she doesn't see any downside of getting into the pot and getting the parcels on the radar. She noted that the board doesn't have any leads right now. Ms. Verrier said that if the board wanted to take more time to think about it, no action is requested at the April meeting as CCC is still reviewing the MOU.

TOWER LEASE UPDATE

Motion to go into executive session at 5:31 to discuss matters of litigation by Mr. Cuddy; seconded by Ms. Salvage.

Motion to come out of executive session at 5:36 by Ms. Ottley; seconded Mr. Cuddy.

RFP RESPONSES

Ms. Verrier said that all the RFP responses came in last week and that she had created a table that included the costs and add-ons that AIDA would need to undertake the GEIS and master site planning.

She said that Bergmann was a low cost but didn't include a topographical study. She added that the county LIDAR data may be sufficient. Ms. Verrier said that the response wasn't perfect, but at the end of the day it provided all the services needed at the lowest cost. She noted that Beardsley and C&S came in high and didn't include the final draft of the GEIS. Ms. Salvage asked if BME had issues defining the area, and Ms. Verrier said that they did, particularly with AIDA's park. Mr. Dacey asked about the add-ons, and Ms. Verrier referred him to the chart she compiled. As an example, she said the BME thought the IDAs would provide excavation equipment. She included the most relevant add-ons.

Ms. Verrier said that CCIDA did not take action as they wanted to clear up some questions about site control and past studies. They may have a special meeting before May.

Mr. Dacey asked what the total add-on was for Bergmann and Ms. Verrier said they didn't include new topographic surveying, wetland mitigation design, a phase-two environmental site assessment, or wetland permitting. She said that it is a significant cost but potentially there is a benefit for an additional topographic study.

Ms. Ottley asked if there was a way to get funding for the study. She said the tech park has significant infrastructure issues, and there could be a package proposal to ESD for site readiness. Ms. Verrier noted that the RFPs will probably expire by the time state funding for this year is awarded and no work would be able to be completed until next year. She said that if the board is acceptable, she can reach out to the firms to see if the RFPs could be extended. Mr. Dacey asked how much it mattered if the costs are split, and Ms. Verrier said that if the board went with Bergmann, not at all. Mr. DeRosa said it would usually be a 2-6% savings. Ms. Verrier said that the study does include a few city parcels so the scope can be adjusted. She estimated that it would cut out about a third of the study area. Mr. Dacey questioned how the board would come up with the money. Ms. Salvage said that seeking funding would take too long. Mr. Dacey noted that even if funding can't be secured right now, at least the board has a clear ballpark if they would like to revisit the option later. Ms. Salvage recommended that the board reach out to Bergmann, and she didn't think expiration would be a problem if AIDA reached out.

Ms. Ottley said that at one point, the city loaned AIDA money, which the board paid back after the parcels were sold. Ms. Verrier agreed to talk to the City Planning Department about a cost share of loan. The board elected to have Bergmann and Barton & Loguidice to do a presentation for the board. AIDA staff agreed to coordinate presentations.

Mr. Dacey left the meeting at 5:58. Mr. Andre was now running the meeting.

JOINT MEETING

Mr. Cuddy said the Governance Committees discussed the topic of merging, noting that it was explained that AIDA is not interested in doing so at this time. He said that at this point they will keep things the way they are. The committees would like to keep meeting jointly. He said that they'll always keep an eye on what the state is pressuring. He said he liked how everything is working, that the board is engaged and everything is in order. Ms. Ottley said she read through the minutes and it appears that CCIDA is ready to merge. Mr. Cuddy said that they are, but realistically they would be the board that remains so they don't have as much to lose, particularly in the area of board structure. He said that he hopes to keep the discussion going. The board agreed to participate in a joint full board meeting in May. Ms. Verrier noted that both boards would still need to meet separately, but that the staff would keep agendas as light as possible.

ADJOURNMENT

Motion to adjourn at 6:11pm by Mr. Quill, seconded by Ms. Salvage. All members present voted in favor; meeting adjourned.