



Auburn Industrial
Development Authority

Regular Meeting Minutes
AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY
Wednesday, October 21, 2021 @ 5:00pm
Remote and limited board attendance
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)
Brandon Gravius (Member of Industry)
Terry Cuddy (Council Member)
William Andre (Vice-Chair & Member of Labor)
Roger Beer (Member at Large)

Absent:

Staff & Guests:

Gwen Webber-McLeod (Member at Large)
Danielle Szabo, Interim Executive Director
Taylor Symes, Acting Treasurer
Robert Poyer, Hancock Estabrook, LLP
Karen Walters, City of Auburn Citizen

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

MEETING MINUTES:

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

BILLS AND COMMUNICATION:

Ms. Symes presented the following bills: PILOT payments to each municipality in the amounts of: \$153,965.03 to the City of Auburn, \$224,937.86 to Auburn Enlarged City School District and \$99,341.34 to Cayuga County.

Mr. Dacey stated that it appears that the majority of the PILOTS have been paid. Currently it still stands that if a project does not pay by December 31st a 1% fee will be applied to their bill.

Ms. Symes stated that their reminders for their payment

Mr. Cuddy motioned to pay the monthly bills, seconded by Mr. Beer. All members present voted in favor; motion was carried.

REPORT OF THE TREASURER:

Mr. Beer pointed out the Profit and Loss Performance Sheet showed a 1000 income come in. There was a 5000 admin fee paid to CEDA. The third Column showed the contract services were 15000. The budget Column showed 20000 leaving another 5000 to be paid. Mr. Beer asked that since we had a solid year would be be paying more than the 5000? Ms. Symes stated that she isn't sure what the exact number is but it would be a 20% fee share. Mr. Beer stated that he wanted the board to be aware that an additional amount would be coming. On the balance sheet, we have billed all the PILOT's with a substantial that are outstanding.

Mr. Dacey asked Ms. Symes if we would have the fee share on the Payables line for the end of 2021? Ms. Symes stated that it wouldn't be available until the January Meeting. Mr. Dacey wanted to know if it would be on the 2021 report or is it budgeted for 2022? Mr. Beer stated that it would go against our 2021 Net Income.

James A. Dacey
Chairman

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Mr. Dacey asked if the changes to the Seminary Commons PILOT would be reflected in 2021? Mr. Poyer stated that he would have to look into it since Mr. Richard Cook took care of that. Mr. Poyer stated that he will inform the board once he double checked. Mr. Dacey stressed that he wants to make sure AIDA is in line with payments. Mr. Beer stated as a comparative the amount listed for 2020 and 2021 for Seminary Commons PILOT are virtually the same and there will be no increase. Mr. Dacey stated that there should be a decrease in the PILOT payment since the Seminary Commons property value has decreased. Seminary Commons sold land directly to the City of Auburn, The current PILOT is for less square feet and Mr. Dacey is certain AIDA reduced the cost of the PILOT but is unsure if it was for 2021 or 2022. Mr. Poyer recollects the PILOT being 2022 but will confirm.

Mr. Giannettino motioned to approve the Report of the Treasurer with subjection for clarification on Seminary Common's PILOT, seconded by Mr. Andre. All members present voted in favor; motion was carried.

UNFINISHED BUSINESS:

CEDA Staff Update Ms. Szabo stated that the microenterprise is wrapping up with 3 weeks left. They will have a 100% graduation rate and graduating entrepreneurs will receive their \$5,000 grant. This round focused on a pet boutique, a holistic wellness service, a gaming arcade, a lingerie store and a youth and college athletic service. The athletic service would help youth and college students create admission videos for when apply to college scholarships. Ms. Goloub will be hosting a pitch competition and we will notify the board when it is. CEDA launched their third investor spotlight video, which was a collaboration with New Age Renewable, DuMond Farms and Colloca Winery. This video highlights why these businesses have decided to invest in Cayuga County. The video also gives a wonderful overview of CEDA itself. CEDA released blog post earlier in the week about the collaboration project with DuMond Farms and BOCES. This collaboration gave BOCES's PALS (Plant, Animal, Life Science) students real life experience working from drones. The results of this project has sparked a larger collaboration that is helping Cayuga Works to develop a series of virtual job tours. CEDA, Cayuga Works, and BOCES will work with local employers to create a virtual site tour. The idea is Cayuga Works would use the videos as a recruitment tool, for job seekers.

Mr. Dacey stated that the HR Committee would meet on December 1st at 8am to hopefully move forward with posting of the executive director job description.

NEW BUSINESS:

Terrapin – Resolution Authorizing Negotiation of and Disposition of an Interest in Real Property:
Report from Audit Committee: Mr. Dacey asked if everyone has read the resolution.

Mr. Cuddy motioned to approve the resolution, seconded by Mr. Andre.

Mr. Giannettino stated that all of his questions were answered at the previous meeting when the representative from Terrapin was present. Mr. Giannettino asked if someone could provide an explanation about the type of land sale and why AIDA is approaching it this way.

Mr. Poyer explained that Terrapin approached AIDA with an option to buy the property. This would not be a sale of land. Terrapin currently does not hold proper cultivation and process licensing per New York State so it would unwise to buy the property without securing the necessary license. Mr. Poyer stated that out of caution, with this disposition an explanatory statement would need to be filed with the Office of State Comptroller on why this fits into the AIDA Mission Statement on Job creation. Once the option is approved it doesn't take effect for 90 days and in that timeframe the explanatory statement would need to be filed. Mr. Poyer stated that it can be signed and wait for the State to approve the Explanatory statement. Mr. Poyer stated this is a Type 2 action of a SEQR. They have the right to take minimal action on the land but they don't have the right to build. Terrapin is able to conduct environmental on the land. If Terrapin follows through and buys the land, AIDA would have

to reevaluate the resolution. Mr. Dacey asked if they were able to make an entrance to access the land to conduct testing? Mr. Poyer stated they can build little tents and a path to access the land but they are not allowed to build a roadway. Terrapin would have to ask for AIDA's consent to do so with Mr. Jim Dacey's approval.

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.

Mr. Dacey asked if Mr. Poyer would be drafting the letter for the state? Mr. Poyer stated he would draft the letter and have it ready by the end of the week.

Report of the Audit Committee- Policy Review Mr. Dacey stated that the Audit Committee reviewed the policies and made no changes. The committee approved the policies and would need the full board approve for the date to be updated. Mr. Beer stated that one of the policies that would be need to be paid attention to the most would be the Whistleblower Policy.

Mr. Gravius motioned to approve and update the policies, seconded by Mr. Andre. All member present voted in favor; motion was carried.

Self-evaluation Forms:

Mr. Dacey stated that he thought all the forms were turned in. Ms. Symes clarified that this form would be administered yearly. The forms can be submitted anonymously, emailed or mailed.

UPCOMING EVENTS:

Ms. Symes reviewed the upcoming ABO Trainings. The chamber of Commerce cancelled the Holiday Event for the year. Mr. Dacey wanted clarification on the ABO Trainings. Ms. Symes stated that all board members are current on their ABO Trainings.

Ms. Symes asked if everyone could please submit their Sexual Harassment Training Certification.

ADJOURNMENT:

Mr. Giannettino motioned to adjourn at 5:38pm, seconded by Ms. MacIntyre. All members voted in favor; motion was carried.

Respectfully Submitted,

Taylor Symes