



**Regular Meeting Minutes
Auburn Industrial Development Authority
Wednesday, October 23, 2024 Following Public Hearing
24 South Street, Auburn, NY**

Board Present: Gwen Webber-McLeod (Chair)
Jimmy Giannettino (Council Member)
Tessa Crawford (Treasurer & Member at Large)
Karen Walter
Stephanie Leone
Terry Cuddy (Secretary & Council Member)

Excused: Dan Lovell (Representative of Auburn School District)
William Andre (Vice-Chair & Member of Labor)
Katie MacIntyre

Staff & Guests: Rob Poyer, Hancock Estabrook
Tracy Verrier, MRB Group
Tom Herbert, Bo-Mer
TJ Herbert, Bo-Mer
Jack Burgmaster, Bo-Mer
Jenny Haines, City of Auburn
Jim Stevens, 21 Allen Street current owner

REGULAR MEETING

Ms. Webber-McLeod called the meeting to order at 5:15pm and a roll call was taken.

UNFINISHED BUSINESS:

21 Allen, LLC Resolutions

Ms. Verrier explained that there are two resolutions for 21 Allen, one for SEQR and one that authorizes the incentives for the project. Mr. Poyer noted that in the SEQR resolution they are designating the project as a Type II action.

**RESOLUTION OF THE AUBURN INDUSTRIAL DEVELOPMENT
AUTHORITY (THE "AUTHORITY") CLASSIFYING THE 21 ALLEN, LLC
PROJECT AS A TYPE II ACTION UNDER THE SEQR ACT.**

Ms. Walter motioned to approve the SEQR resolution, seconded by Mr. Giannettino. The resolution was put to a roll call vote, which resulted as follows:

	Yea	Nay	Absent	Abstain
Gwendolyn Webber-McLeod, Chair	X			
William Andre, Vice Chair			X	
Terry Cuddy, Secretary	X			
James Giannettino	X			

Katie McIntyre		X
Daniel Lovell		X
Tessa Crawford	X	
Stephanie Leone	X	
Karen Walter	X	

The Resolution was thereupon duly adopted.

RESOLUTION APPROVING THE GRANT OF FINANCIAL ASSISTANCE AND THE EXECUTION BY THE AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY OF AN AGENT AGREEMENT, LEASE AGREEMENT, LEASEBACK AGREEMENT, PILOT AGREEMENT, AND RELATED DOCUMENTS WITH RESPECT TO THE 21 ALLEN, LLC PROJECT.

Mr. Giannettino motioned to approve the authorizing resolution, seconded by Mr. Cuddy. Mr. Poyer described the deal structure, including the mechanism of the lease/leaseback. The resolution was put to a roll call vote, which resulted as follows:

	Yea	Nay	Absent	Abstain
Gwendolyn Webber-McLeod, Chair	X			
William Andre, Vice Chair			X	
Terry Cuddy, Secretary	X			
James Giannettino	X			
Katie McIntyre			X	
Daniel Lovell			X	
Tessa Crawford	X			
Stephanie Leone	X			
Karen Walter	X			

The Resolution was thereupon duly adopted.

2025 Budget

Ms. Crawford asked if anyone had remaining questions or comments on the draft budget. Ms. Verrier noted that they should approve a budget tonight so it can be submitted in PARIS by the November 1st deadline. The board had no additional comments or questions.

Mr. Cuddy motioned to approve the 2025 budget, seconded by Ms. Leone. All present voted in favor, motion carried.

MEETING MINUTES:

The minutes of the September regular meeting were reviewed. Mr. Giannettino motioned to approve the minutes, seconded by Mr. Cuddy. Ms. Walter abstained from the vote. All others present voted in favor. Motion carried.

EXECUTIVE SESSION:

Mr. Giannettino motioned to enter executive session to discuss the proposed acquisition, sale or lease of real property, seconded by Ms. Crawford. All present voted in favor, motion carried.

Executive session began at 5:29pm.

Ms. Walter motioned to exit executive session, seconded by Mr. Giannettino. All present voted in favor, motion carried.

Executive session ended at 5:53pm.

BOARD EDUCATION:

Ms. Webber-McLeod explained that the process to transition CCDC into the County's economic development provider is going to take some time, so the board needs to create a plan to move forward in the meantime.

Mr. Giannettino noted that he would like to see how the County budget process goes and whether or not a multi-year budget gets locked in for CCDC. He would be concerned if they had to approve a budget allocation annually.

Mr. Cuddy noted that the Camoin report collected and compiled a lot of information and history, but he would like to see a clear vision from CCDC and the County's budget decisions. He noted that it's important to see the value in their current position, and they should just be aware of their staffing and ensure it is adequate until there is more clarity.

Ms. Walter explained that she has been watching recent legislature meetings if the budget is going to be tough. They've already talked about exceeding the tax cap, and their costs are way up due to all of the property they are leasing while the County Office Building is closed. She noted that if there isn't more clarity within the first few months of 2025, the board should think more long-term.

Ms. Crawford noted that they budgeted to have MRB staffing for the entirety of 2025, so that gives AIDA some stability.

Ms. Webber-McLeod explained that it is important to stabilize themselves and figure out how to continue their work as CCDC transitions. It takes a long time to build an organization, so the board should plan on a 12-to-18-month timeline for operating independently. After that, they can come back to the table with a better sense of what they need and are looking for in a one-stop organization like CCDC. Right now, the board needs to make a decision about what they are going to do and operate that way confidently.

BILLS AND COMMUNICATION:

Ms. Verrier reviewed the bills. She noted they received two 2024 PILOT payments, as well as the NUCOR 2023 correction payment which will fully clean up the remaining 2023 PILOTs.

Ms. Leone motioned to approve the bills, seconded by Mr. Cuddy. All present voted in favor, motion carried.

TREASURERS REPORT:

Ms. Crawford reported on the activities of the finance committee. They reviewed the September financial reports and 2024 PILOT bills were sent out.

NEW BUSINESS:

JBJ Late Fee

Ms. Verrier explained that JBJ had an outstanding late fee for their PILOT in 2023. It was resent to them with the most recent round of PILOT bills. Ms. Verrier then received word that JBJ did not receive a correct bill until March and had been told that the fee would be waived due to the billing errors. Mr. Cuddy motioned to approve waiving the late fee for JBJ, seconded by Ms. Crawford. All present voted in favor, motion passed.

PILOT Billing

Ms. Verrier reviewed the PILOT invoice and disbursement report. She explained that the bills are due January 1st, so they still have time to receive payments. The report allows them to keep track of payments coming in and disbursements going out.

Marketing Committee Report

Ms. Webber-McLeod explained that they had their first meeting and began to generate a path forward to align marketing activities with their strategic priorities.

BOARD UPDATES

There were no board updates.

CLOSING

Motion to adjourn the meeting by Ms. Walter, seconded by Mr. Cuddy. All present voted in favor, motion carried.

The meeting adjourned at 6:28pm.