

**CITY OF GLENS FALLS INDUSTRIAL DEVELOPMENT AGENCY
MEETING MINUTES**

The regular meeting of the City of Glens Falls Industrial Development Agency was held on Thursday, November 9, 2017 in the Mayor's Conference Room, 42 Ridge Street, Glens Falls, New York 12801.

Members Present: Judith Calogero; Dan Hall; Todd Feigenbaum; Mary Gooden; Maury Thompson; Lois Robinson

Members Absent: Roy Thomas

Also Present: Edward Bartholomew, CEO; Attorney Kara Lais; Attorney Brent Frary

Judith Calogero opened the meeting and determined there was a quorum present.

Ms. Calogero began the meeting by congratulating Dan Hall on being elected Mayor of the City of Glens Falls.

Ms. Calogero stated that the first item on the agenda is to approve the minutes from the October 12, 2017 regular meeting as presented.

RESOLUTION NO. 52-2017:

On the motion of Lois Robinson, seconded by Mary Gooden and, all voting affirmatively, the October 12, 2017 regular meeting minutes were approved.

The next item on the agenda is the consideration of the payment of bills. The following bills were presented at the meeting for payment:

- i. FitzGerald Morris Baker Firth PC - \$208.00
- ii. Musick Design - \$354.85

RESOLUTION 53-2017:

On the motion of Lois Robinson, seconded by Dan Hall and, all voting affirmatively, the payment of the above bills were approved.

Ms. Calogero stated that the next item on the agenda was the CEO Report. CEO Bartholomew advised that he will defer his report to the GGFLDC meeting.

Ms. Calogero stated that the 70 Warren Street project was still open. The IDA previously requested an updated budget report and are still waiting to receive final information concerning

same. Kara Lais and Melissa Lescault, counsel for the 70 Warren Street project, have been in communication and will provide an update when available.

Ms. Calogero noted that the next item on the agenda is the discussion and consideration of resolutions.

CEO Bartholomew stated that as a result of increased responsibilities and mandates by Authorities Budget Office (ABO), and other requirements, it is necessary that appropriate costs be recouped to cover such administrative activities. CEO Bartholomew stated that he would like to mandate additional late fees for delinquent PILOT payments being made to the City. The IDA currently imposes a fee on late payments, but CEO Bartholomew would like the Agency to consider the adoption of a policy to increase the administrative fee/late payment on delinquent PILOT payments. CEO Bartholomew has had discussions with Kara Lais concerning such a policy and they will collaborate on drafting such a policy for the Agency's consideration.

CEO Bartholomew next stated that he would like the IDA to consider establishing an annual administrative fee to be collected from the City's PILOT share for monitoring oversight and reporting of ongoing IDA projects to be effective January 1, 2018 in an amount of 10% of the City's portion of the PILOT payments received and collected. He stated that based on the projects currently in effect the amount payable to the Agency would be approximately \$7500. CEO Bartholomew stated that he will put together materials concerning this proposal to be presented to the Common Council for its consideration. The Agency members acknowledged their agreement to this approach with the materials to be reviewed and final approval to be made following further conversations with the Common Council.

CEO Bartholomew next stated that he will be requesting a meeting change and the scheduling of a public hearing concerning a funding opportunity with the NYS Restore Grant for properties involved with the DRI award. CEO Bartholomew noted that the City is seeking approval of an increase in the grant in an amount up to \$1 million to be used for acquisition, demolition and renovations. CEO Bartholomew noted that it would be ideal if this grant money could be supplemented with the DRI funds for certain South Street and Elm Street properties. CEO Bartholomew stated that there is a December 15 deadline for the submission of this application and that the Common Council is meeting on December 12 to approve; therefore, the support and endorsement of the IDA needs to be approved prior to the 12th. CEO Bartholomew stated that he will prepare an application, jointly between the City, IDA and LDC, in conjunction with the LA Group at a total cost not to exceed \$3,700.00.

RESOLUTION NO. 54-2017

On the motion of Judith Calogero, seconded by Lois Robinson and, all voting affirmatively CEO Bartholomew was authorized to prepare the application in conjunction with the LA Group at a cost to the IDA in an amount not to exceed \$1,250 and to schedule a public

hearing and special meeting concerning the NYS Restore Grant on Thursday, December 7, 2017 at 7:30am.

RESOLUTION NO. 55-2017

On the motion of Judith Calogero, seconded by Lois Robinson and, all voting affirmatively a Special Meeting of the IDA be scheduled for December 7, 2017 at 7:30am to discuss any matters coming before the Agency.

There being no further business. Ms. Calogero called for a motion to adjourn the meeting.

RESOLUTION NO. 56-2017:

On the motion of Lois Robinson, seconded by Mary Gooden, all voting affirmatively it was

Resolved that the Greater Glens Falls Local Development Corporation hereby adjourns the November 9, 2017 regular meeting.