

**TOWN OF UNION  
LOCAL DEVELOPMENT CORPORATION  
MEETING MINUTES  
THURSDAY, MAY 23, 2019**

**SYNOPSIS OF MEETING**

The Town of Union Local Development Corporation met for a regular meeting on Thursday, May 23, 2019 at the Town of Union Office Building, located at 3111 East Main Street, Endwell, New York.

**I. THE MEETING WAS CALLED TO ORDER AT 7:57 A.M.**

MEMBERS PRESENT: Stephen Trichka, Diane Julian, Gary Leighton, James Peduto,  
Jeffrey L'Amoreaux, Timothy Strong, Robert Corwin

MEMBERS ABSENT: Mary O'Malley-Trumble

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney),  
Richard Materese (Town Supervisor)

STAFF PRESENT: Joseph Moody (LDC Director), Robin Shimer (Admin. Asst.)

**II. APPROVAL OF THE MINUTES**

The Minutes of the Regular LDC Board Meeting of March 21, 2019 were reviewed and approved, as written.

Motion: Diane Julian  
Motion 2<sup>nd</sup>: Gary Leighton  
Motion: To approve the Regular LDC Board Meeting Minutes of  
March 21, 2019, as written.  
Vote: Motion approved [6 – Yes, 0 – No, 1 – Absent]

**III. PRESIDENT'S REMARKS**

President Trichka congenially extended welcoming remarks to all Board meeting attendees.

**IV. DIRECTOR'S REMARKS**

Director Moody noted pending applications and the Small Business Grant Access Program.

**V. OLD BUSINESS**

A. Director Moody informed the Board of the status of the proposed Town LDC Small Business Grant Access Program (GAP). He referenced the Town LDC's Grant application request seeking \$5,000 in Broome County Hotel/Motel Tax financing to partially finance the LDC's business grant program. Mr. Moody said unfortunately the anticipated \$5,000

from Brome County did not receive county approval. Therefore, the total amount of program funding will be solely comprised of the LDC's previously approved amount of \$15,000.00 in UDAG funds.

In recognition of Broome County's non-participation in the GAP, Mr. Moody asked Board members if they preferred to maintain or increase the town's level of GAP funds. Mr. Trichka noted the Board's prior agreement to establish LDC financing of not less than \$15,000.00. He affirmed the financing stipulation is sufficient to effectively determine the LDC's level of funding, and that further action is unnecessary.

Mr. Moody suggested revising the GAP announcement date to that of June 3<sup>rd</sup>. He also recommended establishing July 1<sup>st</sup> as the deadline for applicants to return an Intent to Apply Form (IAF) to the LDC, July 18<sup>th</sup> as the notification date by which the LDC shall inform applicants of Board-approved IAFs that made the short list, August 15<sup>th</sup> as the deadline for IAF-approved applicants to submit a fully completed grant application to the LDC, and September 19<sup>th</sup> as the announcement date of grant award winners. The Board members agreed with the suggested dates applicable to each phase of the LDC's program. The Board preferred media release announcement, versus a news conference, as the means for informing the public of the Small Business Grant Access Program (GAP). Mr. Moody indicated a draft press release will go out to the LDC Board for their approval.

Ms. Julian then inquired about notified partners, as she inherently suggested and sought affirmation of LDC intent to inform relevant institutions of Board-approved grant financing. Mr. Moody concurred with Ms. Julian. Mr. Strong noted the value of having networking partners (e.g. S.C.O.R.E.) share Small Business Grant Access Program information with their clientele. Mr. Moody agreed with Mr. Strong and said he anticipated several LDC partners would advise their clients.

Mr. Trichka inquired about the anticipated screening process, such as the establishment of a subcommittee, of applicants' Intent to Apply forms. Mr. Moody suggested having the full LDC Board membership provide the initial review of submitted forms. Mr. Peduto asked if a matrix would be employed to determine grant qualification status of completed Intent to Apply forms. Mr. Moody said he would compile an evaluation matrix. Mr. Trichka recommended inclusion of guidelines within the matrix for weighting submitted forms. Mr. Moody concurred with Mr. Trichka's perspective.

## **VI. NEW BUSINESS**

- A. Director Moody presented for Board discussion a Town of Union Business Assistance (TUBA) loan request of \$300,000.00 by Justin Marchuska, II of 1435-1439 Marchuska, LLC. The loan is for construction of Marchuska Brothers offices at 1405 East Main Street in Endicott. Mr. Moody noted that, due to the Broome County IDA's non-acceptance of Mr. Marchuska's deviated payment in lieu of tax proposal, Mr. Marchuska has temporarily withdrawn his TUBA loan request, which may be discussed at a later date. Mr. Moody said the development proposal is one of two noteworthy projects to the town's western area.



## VII. OTHER BUSINESS

- A. Mr. Moody said the LDC submitted a \$275.00 tax payment and accompanying CHAR500 Form to the New York State Attorney General's Office. The tax payment was made via certified mail prior to the filing deadline. Also, the LDC provided written authorization to Piaker & Lyons, PC to approve the electronic filing of the LDC's IRS 8879-EO Form.
- B. Mr. Moody informed Board members about Downtown Revitalization Initiative (DRI) grant activity in the Village of Endicott, as he has been working on a number of initiatives that will be submitted as part of Endicott's DRI application to the STREDC. He has not received information about the desire of Village of Johnson City personnel to submit a DRI application. Mr. Moody said Endicott is undertaking major efforts pertaining to DRI projects. Mr. Trichka inquired if it's possible to submit a combined Endicott-Johnson City grant request. Mr. Moody said a joint application was previously attempted, but met with state aversion due to required application filing solely by the benefitting municipality. Mr. Moody suggested that the joint application concept be proposed to the Southern Tier Regional Economic Development Council. Mr. Leighton asked Mr. Moody who he is working with at the Village of Endicott about DRI matters. Mr. Moody said he is interacting with Village of Endicott Manager Anthony Bates and the Endicott DRI Committee Members. Ms. Julian then inquired about the amount of the award. Mr. Moody stated that the amount is \$10,000,000.00 for one winner from the STREDC. Brief discussion followed about the importance of local participants' interaction with grant approval decision-makers at both the regional and state level.
- C. Mr. Moody said a Commercial Façade loan application may be pending from Mooney's restaurant. One feasible site for the business is the former Ground Round near the Oakdale Mall. Mr. Moody has met with the owner. The owner is considering other sites, as well.
- D. Mr. Moody informed the Board of a potential loan request by Simulation and Control Technologies, Inc. (SCT). That business is now located in the Town of Conklin. Mr. Trichka asked if SCT is a start-up or an established business. Mr. Moody said SCT is an established business with 18 employees. Mr. Moody has helped SCT find a relocation site (the former Abbott Automatics) at 430 Airport Road. SCT may seek a 15-year TUBA loan or a 12-15 year E3 loan to assist with building acquisition costs. Mr. Moody has interacted with the IDA and ESD to assist SCT. The IDA may match the LDC funding amount and ESD may provide regular grant program funds. SCT is interested in potentially expanding the foot-print of the Airport Road facility down the road. Due to the proximity of Airport Road to the Tri-Cities Airport, future height expansion would require Federal Aviation Administration (FAA) approval. Mr. Moody said the FAA has to review such requests. Mr. Strong asked if the Airport Road site offers more space than the Conklin building. Mr. Moody said the Town of Union facility is greater and has about 10,000 square feet. SCT specializes in motion platform systems and provides simulation applications for aircraft, automotive, electric boat and rescue simulators.
- E. Mr. Moody provided a loan request update about Samuel Lupo, Jr. and SSE3, LLC. The LDC previously approved a \$300,000 TUBA loan to SSE3. Mr. Lupo thereafter withdrew



his loan request in favor of possibly applying for state Consolidated Funding Application (CFA) grant financing. The outcome of his grant undertaking has yet to be determined. Mr. Lupo is approaching the closing on the purchase of the property and building located at 625 Dickson Street in Endicott, which previously received LDC funding approval.

- F. Mr. Moody informed the Board of NYSEG's interest in purchasing significant acreage to consolidate its Greater Binghamton area offices, warehousing and other functions. He has provided NYSEG with several potential Town of Union sites.
- G. Ms. Julian inquired about the status of the former BAE site. Mr. Moody said he is working closely with the Greater Binghamton IDA. The IDA has received five site development proposals, including plans for housing and recreational usage. The Town Board will soon be informed by the IDA of those proposals. Mr. L'Amoreaux asked about the acreage size at the former BAE location. Mr. Moody said the site measures about 27 acres, and has prior parking space across the street. Mr. L'Amoreaux inquired if the former BAE site might suit NYSEG's needs. Mr. Moody said the property was among the sites he advised NYSEG of, but due to previous flooding the site would be a long-shot.
- H. Counselor Pope inquired about the status of 17 Kentucky Avenue and 1 North Page Avenue properties. Mr. Moody said the Town Board, Code Enforcement and the Planning Department have been working to advance 1 North Page Avenue development with National Pipe & Plastics, Inc. Supervisor Materese said the Planning Board will meet the next week to review 1 North Page Avenue plans and to continue the town's progress of site development and occupancy by National Pipe & Plastics, Inc. In regard to 17 Kentucky Avenue, LLC, Mr. Moody said the IDA closed on its loan, but Mr. Kirkwood has not closed with the LDC to date. Mr. Moody will contact Mr. Kirkwood of 17 Kentucky Avenue, LLC to gain further insight about the status of the previously approved LDC loan and any potential business expansion plans.

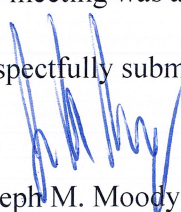
## VIII. ADJOURNMENT

- A. President Trichka asked the meeting attendees if they had any additional topics for consideration. Due to the completion of discussion and consideration of all pertinent Board matters, Mr. Trichka requested a motion to adjourn the meeting at 8:41 a.m.

Motion:	Jeff L'Amoreaux
Motion 2 <sup>nd</sup> :	Gary Leighton
Motion:	To adjourn the regular meeting of May 23, 2019.
Vote:	Motion approved [6 - Yes, 0 - No, 1 - Absent].

The meeting was adjourned at 8:41 a.m.

Respectfully submitted,

  
Joseph M. Moody  
Director