

**TOWN OF UNION  
LOCAL DEVELOPMENT CORPORATION  
MEETING MINUTES  
THURSDAY, AUGUST 20, 2020**

**SYNOPSIS OF MEETING**

The Town of Union Local Development Corporation met for a regular meeting on Thursday, August 20, 2020 at the Town of Union Office Building, located at 3111 East Main Street in Endwell, New York.

**I. THE MEETING WAS CALLED TO ORDER AT 8:02 A.M.**

MEMBERS PRESENT (Remotely): Stephen Trichka, Diane Julian, Gary Leighton,  
James Peduto, Mary O'Malley-Trumble,  
Jeffrey L'Amoreaux, Timothy Strong

MEMBERS ABSENT: None

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

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

**II. APPROVAL OF THE MINUTES**

The Minutes of the regular LDC Board Meeting of June 18, 2020 were reviewed and approved, as written.

Motion: Jeff L'Amoreaux  
Motion 2<sup>nd</sup>: Jim Peduto  
Motion: To approve the regular LDC Board Meeting Minutes of  
June 18, 2020, as written.  
Vote: Motion approved [7 - Yes, 0 - No, 0 - Absent]

**III. PRESIDENT'S REMARKS**

President Trichka congenially welcomed meeting participants.

**IV. DIRECTOR'S REMARKS**

Director Moody advanced meeting discussion of agenda topics.

**V. OLD BUSINESS**

A. Mr. Moody provided an update about the previously approved National Disaster Assistance Recovery (Ndarpa) Loan Program \$10,000.00 loan to Pack & Mail – Endwell and the correlative job retention term. Due to COVID-19 concerns, one Pack & Mail – Endwell employee has retired and another declined to return to work. However, employees are being hired to fill those open positions. Mr. Moody and Counselor Pope opined that such replacement hirings allow Pack & Mail – Endwell to comply with loan program terms. It's anticipated the loan closing will soon occur.

- B. Mr. Moody informed the Board of the August 12, 2020 grant closing with DTRT Page, LLC. (National Pipe & Plastics, Inc.). A key aspect of the \$300,000.00 grant is determination of the timeline (i.e. performing period) within which the business is required to create five full-time or full-time equivalent jobs. At least fifty-one percent of those jobs are required to meet low or moderate income levels, as defined by the U.S. Department of Housing and Urban Development. As a result of creating within the performing period five new jobs in Endicott beyond the base employment level at the time of the March 7, 2014 grant application, and based upon the May 15, 2014 resolution approval date, one-third of the \$300,000.00 grant to DTRT Page, LLC. shall be forgiven. Forgiveness of one-third of the grant amount is contingent upon (1) transfer of five jobs created after May 15, 2014 at National Pipe & Plastics, Inc.'s Vestal site to its Endicott site, and (2) the physical presence of those five jobs at DTRT Page, LLC.'s (NP&P) Endicott site. President Trichka then requested a motion to approve the discussed essential aspects and LDC requirements of the \$300,000.00 grant to DTRT Page, LLC.

Motion: Jim Peduto  
Motion 2<sup>nd</sup>: Gary Leighton  
Motion: Approving the 2014 National Pipe & Plastics (NP&P), Inc. resolution adoption date of May 15, 2014 as the basis by which DTRT Page, LLC.'s, job creation requirement shall be measured for attaining repayment forgiveness. This job creation compliance includes five new employees hired after May 15, 2014 by NP&P in Vestal. Job creation compliance will be effective only and contingent upon (1) the transfer of the five new NP&P employees from the Vestal site to the Endicott site and (2) the physical presence of those five new employees at DTRT Page, LLC.'s (NP&P) Endicott site.  
Vote: Motion approved [7 - Yes, 0 - No, 0 - Absent]

- C. Mr. Moody presented to the LDC Board members a request by Mr. Rakesh Shroff (OM Shirdi SAI, LLC) to extend the closing deadline for his previously approved \$100,000.00 Commercial Façade loan. Mr. Shroff requested extension of the loan closing deadline beyond April 22, 2021. The reason for Mr. Shroff's request is his business's postponing of scheduled building renovation until the spring of 2021. Such postponement is due to the current COVID-19 situation.

Following discussion of Mr. Shroff's desired action by the LDC, President Trichka requested a motion to extend the loan closing deadline for the LDC's previously approved Commercial Façade loan of \$100,000.00 to OM Shirdi SAI, LLC from April 22, 2021 until June 30, 2021.

Motion: Tim Strong  
Motion 2<sup>nd</sup>: Diane Julian  
Motion: To approve the extension of the loan closing deadline for the LDC Board's previously approved Commercial Façade loan of \$100,000.00 to OM Shirdi SAI, LLC from April 22, 2021 until June 30, 2021.  
Vote: Motion approved [7 - Yes, 0 - No, 0 - Absent]



## **VI. NEW BUSINESS**

- A. Mr. Moody shared with LDC Board members the Town Board's acceptance of \$753,736.00 in CDBG-CV funds from the U.S. Department of Housing and Urban Development (HUD) via the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and the possible use of \$125,000.00 (reduced from the \$200,000.00 amount the LDC Board originally discussed) by the LDC of said funds for a 50/50 Small Business COVID-19-related Small Business Grant Program.

Following Board discussion of potential use of \$125,000.00 of CDBG-CV funds for a 50/50 COVID-19-related Small Business Grant Program, President Trichka requested a motion to approve the acceptance and use of \$125,000.00 for the above-stated Small Business Grant Program purpose.

Motion: Diane Julian  
Motion 2<sup>nd</sup>: Jim Peduto  
Motion: To approve the acceptance and use of \$125,000.00 of CDBG-CV funds for a 50/50 COVID-19-related Small Business Grant Program.  
Vote: Motion approved [7 - Yes, 0 - No, 0 - Absent]

## **VII. OTHER BUSINESS**

- A. Mr. Moody provided members of the LDC Board with a review of the current status of the LDC's Loan Portfolio. Discussion followed regarding the loan amounts and the timeframes for repayment.
- B. Mr. Moody reviewed with Board members the Philadelphia Indemnity Insurance Company's notice of policy renewal. The notice states, if LDC policy now includes term PI-NPD 27 (11/19) – Sexual Abuse Exclusion, it will be replaced by the term PI-NPD-27 (11/19) Abuse Exclusion with Workplace Harassment Carveback and attached to the LDC's renewal policy. The Board members then discussed the policy renewal replacement term.

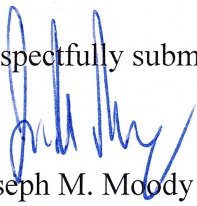
## **VIII. ADJOURNMENT**

President Trichka then requested a motion to adjourn the meeting.

Motion: Diane Julian  
Motion 2<sup>nd</sup>: Jim Peduto  
Motion: To adjourn the regular LDC Board meeting of August 20, 2020.  
Vote: Motion approved [7 - Yes, 0 - No, 0 - Absent].

The meeting was adjourned at 8:54 a.m.

Respectfully submitted,

  
Joseph M. Moody  
Director