

**TOWN OF UNION
LOCAL DEVELOPMENT CORPORATION
MEETING MINUTES
THURSDAY, MARCH 18, 2021**

SYNOPSIS OF MEETING

The Town of Union Local Development Corporation remotely met for a regular meeting on Thursday, March 18, 2021 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 8:00 A.M.

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

MEMBERS ABSENT: Mary O'Malley-Trumble

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney)
Richard Materese (Town Supervisor)
Janeen Schrann (CPA, Piaker & Lyons)

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

II. APPROVAL OF THE MINUTES

The Minutes of the regular LDC Board Meeting of January 21, 2021 were reviewed and approved, as written.

Motion:	Jeff L'Amoreaux
Motion 2 nd :	Jim Peduto
Motion:	To approve the regular LDC Board Meeting Minutes of January 21, 2021, as written.
Vote:	Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain]

III. PRESIDENT'S REMARKS

President Trichka warmly welcomed all attendees to the meeting.

IV. DIRECTOR'S REMARKS

Director Moody introduced Ms. Schrann of Piaker & Lyons, CPAs. He said accountant Schrann would provide a review of the 2020 Audit prepared by Piaker & Lyons.

V. OLD BUSINESS

There were no old business topics for consideration.

VI. NEW BUSINESS

- A. Mr. Moody referenced the provision of a draft 2020 Audit Report, as prepared by Piaker & Lyons, Certified Public Accountants. He recognized accountant Schrann and sought her analysis of the audit's financial statements. Ms. Schrann then shared with the Board members a detailed insight about the audit contents. Key aspects of her review included the management letter and the LDC's current and net assets, operating revenues and expenses, and cash flows of operating activities. Ms. Schrann indicated that Piaker has issued an unqualified opinion regarding the Town LDC audit, which is the best opinion CPA's can provide. Following the completion of Ms. Schrann's review, President Trichka requested a motion to accept the 2020 Audit Report prepared by Piaker & Lyons, CPAs.

Motion: Tim Strong
Motion 2nd: Gary Leighton
Motion: To approve the 2020 Audit Report of the Town of Union Local Development Corporation Financial Statements for the year ended December 31, 2020, as prepared by Piaker & Lyons, Certified Public Accountants.
Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain]

VII. OTHER BUSINESS

- A. Mr. Moody provided an overview of the LDC Loan Portfolio Monthly Report, as prepared by Town Comptroller Lindsley.
- B. Mr. Moody said three businesses have withdrawn from previously approved loan requests. Those businesses are Slavik & Co. Service, Inc. (TUBA CDBG loan); Triple City Towing & Road Service, Inc. (TUBA CDBG loan) and The Greek House Restaurant (Ndarp COVID CDBG loan).
- C. Mr. Moody said there is pending withdrawal of previously approved loan and grant requests by four businesses based on a number of different reasons. Those four businesses are Diane Testani Hair Salon (Urgent Need CDBG COVID grant), Nick Sclaro, That's A Wrap (Urgent Need CDBG COVID grant), Wayne Evans, Fat Cat Comics (UDAG Grant Access Program) and Sean Harrigan, Pack & Mail Endwell-Harrigan Enterprises, Inc. (Ndarp COVID CDBG loan).
- D. Mr. Moody informed the Board members of the 2021 Annual Financial Disclosure Form. Mr. Moody said completed forms should be returned to the LDC Office by March 26, 2021. He will thereafter deliver completed forms to the Broome County Legislature Clerk by March 31, 2021. The Legislature Clerk is responsible for recordkeeping and conveying of the LDC Board's financial disclosure forms to the Broome County Board of Ethics.

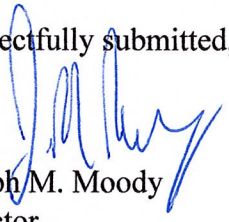
VIII. ADJOURNMENT

- A. President Trichka asked if there were further topics for discussion or consideration. In recognition of the Board's assertion that all desired topics had been addressed, Mr. Trichka thanked the attendees for their time and requested a motion to adjourn the regular meeting.

Motion: Jim Peduto
Motion 2nd: Diane Julian
Motion: To adjourn the regular LDC Board meeting of March 18, 2021.
Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

The meeting was adjourned at 8:50 a.m.

Respectfully submitted,



Joseph M. Moody
Director