

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

SYNOPSIS OF MEETING

The Town of Union Local Development Corporation remotely met for a regular meeting on Thursday, November 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 7:59 A.M.

MEMBERS PRESENT: Stephen Trichka, Diane Julian, Gary Leighton, James Peduto, Mary O'Malley-Trumble, Timothy Strong

MEMBERS ABSENT: Jeffrey L'Amoreaux

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney)
Richard Materese (Town Supervisor)
John Bernardo (Executive Director, S.E.P.P. Management Co.)

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

II. APPROVAL OF THE MINUTES

The Minutes of the regular LDC Board Meeting of September 23, 2021 were reviewed and approved, as written.

Motion: Jim Peduto
Motion 2nd: Gary Leighton
Motion: To approve the regular LDC Board Meeting Minutes of September 23, 2021, as written.
Vote: Motion approved [6- Yes, 0 - No, 1 - Absent, 0 - Abstain]

The Minutes of the special LDC Board Meeting of October 13, 2021 were reviewed and approved, as written.

Motion: Diane Julian
Motion 2nd: Jim Peduto
Motion: To approve the special LDC Board Meeting Minutes of October 13, 2021, as written.
Vote: Motion approved [6- Yes, 0 - No, 1 - Absent, 0 - Abstain]

III. PRESIDENT'S REMARKS

President Trichka stated his pleasure with a professional work environment, and his gladness of seeing the sound health of the remote meeting attendees.

IV. DIRECTOR'S REMARKS

Director Moody referenced the LDC Board's meeting agenda.

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Mr. Moody informed the Board of a draft resolution seeking approval of American Rescue Plan Act (ARPA) grant funds for a proposed multi-use building to be constructed on vacant land at 121-125 Washington Avenue in Endicott that is being sold by the Village of Endicott via an RFP process. The project site is located within the Village of Endicott Central Business and Advanced Manufacturing Innovation districts, a federal and a state Opportunity Zone, a federal HUB Zone, and a HUD-designated low/moderate income eligible census tract area.

The S.E.P.P. Group (Serving the Elderly through Project Planning) seeks approval of \$840,000.00 of the \$1,090,000.00 in ARPA grant funds previously allocated to the LDC from and approved by Broome County government. The LDC and The S.E.P.P. Group are prepared to adhere to all ARPA guidelines (e.g. Davis-Bacon Act's prevailing wage rates) if so required. The funds will assist with in-fill construction of a three-story housing, office and/or retail building. This mixed-use development will be owned by S.E.P.P. Inc. and managed by S.E.P.P. Management, Inc.

The discussion among the meeting attendees included project overviews provided by Mr. Moody and Mr. Bernardo. Details included financial and procedural steps of the mixed-use development project, including input from Supervisor Materese, followed by questions posed by the LDC Board members. After the completion of discussion, President Trichka requested a motion to approve the resolution as presented.

Motion: Tim Strong

Motion 2nd: Gary Leighton

Motion: To approve the use of American Rescue Plan Act (ARPA) Grant Funds [an approved allocation by Broome County government to the Town of Union Local Development Corporation on July 22, 2021 in the amount of \$1,090,000.00 (which included \$840,000.00 for S.E.P.P. project, and \$250,000.00 for façade improvements for selected buildings in the 100 block of Washington Avenue, which funding has yet to be awarded)]. The \$840,000.00 in ARPA funds being approved today to The S.E.P.P. Group will assist with the in-fill construction of a multi-use building to be located at 121-125 Washington Avenue, Endicott, which is currently vacant land. The ARPA funds will be disbursed by the Town LDC upon the completion of construction, issuance of a certificate of occupancy, receiving the allocated ARPA funding from Broome County government, and adherence to all ARPA guidelines including but not limited to Davis-Bacon Act's prevailing wages.

- B. Mr. Moody informed the Board of a draft resolution seeking approval of Town of Union Microenterprise Loan Program funds to Southern Tier Cheesesteak Company in an amount not to exceed \$20,000.00. The funds will be used to assist with a working capitol loan. Bada Bing Hospitality, LLC. d/b/a Southern Tier Cheesecake Company was established in 2010 and has been operational since March, 2020 (at the onset of the COVID-19 pandemic), at 9 Washington Avenue in Endicott in a leased building. Multiple Board Members expressed concern with loan repayment ability. It was decided to defer any further loan consideration until the 2021 interim & 2022 projected income & expenses are updated reflecting a \$10,000.00 LDC loan request instead of \$20,000.00, and showing a payoff of the Knight Capital loan.

VII. OTHER BUSINESS

- A. Mr. Moody referenced the American Rescue Plan Act (ARPA) and financing of town economic development projects. He said the LDC's ARPA Grant Committee will meet again to finalize the terms of the four potential Town LDC ARPA programs. Supervisor Materese projected one million dollars as the minimal amount the LDC can anticipate receiving. He also noted extra funds may be available if other Town of Union economic development projects are proposed.
- B. There was discussion about the new Open Meeting Law state legislation (which began on November 18, 2021) endorsed by the Governor Hochul. Counselor Pope commented about the legislation's attentiveness to governmental transparency. The new legislation requires 24 hour advance website posting of all virtually held or in-person meetings. There will be exemptions for documents possessing financial content, which much of the LDC material does, and will be determined on a case by case basis.

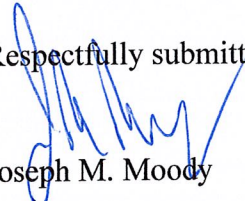
VIII. ADJOURNMENT

- A. President Trichka inquired if the Board members desired to discuss any other topics. Due to there being no further items for review, he then requested a motion to adjourn the meeting.

Motion: Tim Strong
Motion 2nd: Gary Leighton
Motion: To adjourn the regular LDC Board meeting of November 18, 2021.
Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

The meeting was adjourned at 8:40 a.m.

Respectfully submitted,


Joseph M. Moody
Director