

**TOWN OF UNION
LOCAL DEVELOPMENT CORPORATION
MEETING MINUTES
THURSDAY, AUGUST 18, 2022**

DRAFT

SYNOPSIS OF MEETING

The Town of Union Local Development Corporation met for a regular meeting on Thursday, August 18, 2022 in the Town of Union Board Meeting Room.

I. THE MEETING WAS CALLED TO ORDER AT 8:00 A.M.

MEMBERS PRESENT: Stephen Trichka, Gary Leighton, James Peduto,
Jeffrey L'Amoreaux

MEMBERS ABSENT: Diane Julian, Mary O'Malley-Trumble,
Timothy Strong

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney)
Gina Middleton (Coughlin & Gerhart)

VIA TELECOM: Alan Pope (Town of Union Attorney)

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

II. APPROVAL OF THE MINUTES

The Minutes of the regular LDC Board Meeting of July 21, 2022 were reviewed and approved, as written.

Motion: Jeff L'Amoreaux
Motion 2nd: Jim Peduto
Motion: To approve the regular LDC Board Meeting Minutes of
July 21, 2022, as written.
Vote: Motion approved [4 - Yes, 0 - No, 3 - Absent, 0 - Abstain]

III. PRESIDENT'S REMARKS

President Trichka extended a congenial welcome to all meeting attendees.

IV. DIRECTOR'S REMARKS

Director Moody presented the agenda items for the Board's consideration.

V. OLD BUSINESS

- A. Mr. Moody presented for determination of LDC Board members' preferences five proposed grant programs for disbursing \$1,500,000.00 of American Rescue Plan Act (ARPA) funds. The programs were \$250,000.00 for a Kick-Start Entrepreneurial Grant Program, \$250,000.00 for a Small Business Sustainability Grant Program, \$250,000.00 for a Project Specific Infrastructure Improvement Grant Program, \$500,000.00 for a Reimagine Union Demolition & Site Prep Grant Program, and \$250,000.00 for a 50/50 Commercial Façade Grant Program possibly providing grant and loan financing. Categories of LDC Board interest included the application process and determination of applicant eligibility, assessment of financing need, definition of programs' purposes, timeframe of disbursement, establishment of maximum LDC grant percentage (e.g. 75% of total project financing), and potential combining of certain programs.

Mr. Moody, LDC Board members Trichka, Leighton, Peduto and L'Amoreaux, and Counselor R. Pope then discussed such categorical aspects as non-applicability of job creation and prevailing wage standards to the proposed programs, establishing clear program descriptions to enable applicants to easily understand each grant's purpose, significance of personal guarantees as essential to grant provision, fulfillment of applicant performance and proper expenditure of funds, matching of specific programs with applicant needs, viably structuring and expeditiously implementing the programs, and application of flexibility as a crucial component for developing and achieving successful grant programs.

Upon the conclusion of discussion for enhancing the proposed grant programs, it was decided to further review the recommendations at a meeting of the LDC's ARPA Committee, and thereafter present those suggestions possibly prior to the September LDC Board Meeting.

VI. NEW BUSINESS

- A. Town Counselor Alan Pope joined the meeting via cellular phone audio for discussion of the 2021 American Rescue Plan Act (ARPA) Funding Agreement between the Town of Union and the Town of Union Local Development Corporation (LDC). At the close of discussion among Mr. Moody, the LDC Board members and Counselors Pope, it was affirmed that the LDC's ARPA grant distribution process will operate in the same manner as for loan recipients. That process conveys funds to recipients after completion of third party performance. It temporarily entails gap financing by the recipients.

In essence and comparison, upon the completion of contractor work performed for the grant recipient, the Town of Union LDC will disburse the approved grant monies to the grant recipient. This process demonstrates the Town of Union LDC receives ARPA money from the Town of Union Board in a more direct manner than how the Broome County IDA may receive ARPA funds. Alan Pope suggested that if the Town LDC Board desires any changes to the proposed agreement, which is basically like the agreement between the Town of Union and the BCIDA, to present these suggestions to Rose Pope for potential discussion by her and Mr. Moody with the Town of Union

Board. Alan Pope added that the Town of Union has a long relationship with the LDC, which makes likely the resolution of any objections to the proposed agreement.

VII. OTHER BUSINESS

- A. Mr. Moody referenced the LDC's Loan Portfolio Monthly Report. He said there was nothing out of the ordinary among the loan recipients' monthly payments and balances.
- B. Mr. Moody informed the Board that former Town Comptroller Laura Lindsley is remotely working on a contractual basis with the Town, and will be providing to the LDC its annual Budget Report information, so it may be reported to the New York State Authorities Budget Office (ABO). As in the past, he anticipates presenting the required report to the ABO in a timely manner prior to the November 1, 2022 submittal deadline.

VIII. ADJOURNMENT

- A. President Trichka asked if there were other topics for consideration. In recognition of there being no other matters to come before the LDC Board, he then requested a motion to adjourn the meeting.

Motion: Jeff L'Amoreaux
Motion 2nd: Jim Peduto
Motion: To adjourn the regular LDC Board meeting of August 18, 2022.
Vote: Motion approved [4 - Yes, 0 - No, 3 - Absent, 0 - Abstain].

The meeting was adjourned at 8:52 a.m.

Respectfully submitted,

Joseph M. Moody
Director