

**TOWN OF UNION  
LOCAL DEVELOPMENT CORPORATION  
REGULAR MEETING MINUTES  
THURSDAY, AUGUST 24, 2023**

**DRAFT**

**SYNOPSIS OF MEETING**

The Town of Union Local Development Corporation met for its regular meeting on Thursday, August 24, 2023 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, Gary Leighton, James Peduto,  
Jeffrey L'Amoreaux, Kimberly Ward

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

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney)  
Scott Burto (Town ARPA Grant Coordinator)

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

**II. PRESIDENT'S REMARKS**

President Trichka shared a warm welcome and referenced the meeting's agenda.

**III. DIRECTOR'S REMARKS**

Director Moody advanced discussion to the resolutions for Board consideration.

**IV. APPROVAL OF THE MINUTES**

The Minutes of the regular LDC Board Meeting of June 22, 2023 were reviewed and approved as written.

Motion: Jeff L'Amoreaux  
Motion 2<sup>nd</sup>: Gary Leighton  
Motion: To approve the regular LDC Board Meeting Minutes of  
June 22, 2023 as written.  
Vote: Motion approved [5 - Yes, 0 - No, 2 - Absent, 0 - Abstain]

**V. OLD BUSINESS**

**VI. NEW BUSINESS**

- A. 1. Mr. Moody presented a 2021 American Rescue Plan Act (ARPA) Grant application submitted by Messrs. Justin A. Marchuska, II and Bernard J. Marchuska of Ramco Development & Holdings, LLC. Messrs. Marchuska sought \$76,050.00 in LDC Reimagine Union Demolition & Site Prep Grant Program funds to assist with the demolition and site prep work for the vacant building at 218 Washington Avenue in Endicott.

Mr. Moody shared a project review and noted the provided background information of LDC approval of a prior ARPA grant to Ramco Development & Holdings, LLC. Mr. Burto's referenced his procedural work with the applicants regarding the prior grant. The LDC Board further discussed the property's development. The property is situated in the Central Avenue Business District, Advanced Manufacturing iDistrict, NYS Downtown Revitalization Initiative area, Federal HUBZone, Federal & NYS Opportunity Zone, and Qualified Census Tract area of Endicott in the Town of Union.

After the completion of discussion, President Trichka requested a motion to approve Reimagine Union Demolition & Site Prep Grant Program financing of \$76,050.00 to Ramco Development & Holdings, LLC.

Motion: Jim Peduto  
Motion 2<sup>nd</sup>: Jeff L'Amoreaux  
Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act (ARPA) Reimagine Union Demolition & Site Prep Grant Program financing in an amount not to exceed \$76,050.00 to Ramco Development & Holdings, LLC. The purpose of the grant is to assist with the demolition and the site prep work for the vacant building located at 218 Washington Avenue in Endicott, New York in the Town of Union.  
Vote: Motion approved [5- Yes, 0 - No, 2 - Absent, 0 - Abstain].

- A. 2. Mr. Moody presented a 2021 American Rescue Plan Act (ARPA) Grant application submitted by Messrs. Justin A. Marchuska, II and Bernard J. Marchuska of Tioga Learning Properties, LLC. Messrs. Marchuska sought \$52,500.00 in ARPA LDC Reimagine Union Demolition & Site Prep Grant Program funds to assist with the demolition and site prep work for the vacant building at 206 East Franklin Street in Endicott. He cited the applicants' prior ARPA Grant approval by the LDC for the demo of adjacent properties on Franklin Street. The LDC Board discussed the request and property, which is within a Qualified Census Tract area in the northwestern corner of Endicott in the Town of Union.

After the completion of discussion, President Trichka requested a motion to approve Reimagine Union Demolition & Site Prep Grant Program financing of \$52,500.00 to Tioga Learning Properties, LLC.

Motion: Jeff L'Amoreaux  
Motion 2<sup>nd</sup>: Gary Leighton  
Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act (ARPA) Reimagine Union Demolition & Site Prep Grant Program financing in an amount not to exceed \$52,500.00 to Tioga Learning Properties, LLC. The purpose of the grant is to assist with the demolition and the site prep work for the vacant building located at 206 East Franklin Street in Endicott, New York in the Town of Union.  
Vote: Motion approved [5 - Yes, 0 - No, 2 - Absent, 0 - Abstain].

Discussion followed about the total amount of allocated Reimagine Union Demolition & Site Prep Grant Program funds, including the two requests approved today. Mr. Leighton's input informed the LDC Board of that Program's reaching its allocation limit. Mr. Moody suggested that the LDC should pool the remaining ARPA funds to be used by any of the five ARPA grant programs. LDC ARPA Grant. The LDC Board agreed with Mr. Moody about the present need for adjustment of funds, and asked Mr. Moody to look into what the mode was for the prior allocation.

- A. 3. Mr. Moody presented a 2021 American Rescue Plan Act (ARPA) Grant application submitted by Mr. Shia Teitelbaum seeking \$125,000.00 in LDC 50/50 Commercial Façade Grant Program funds. The grant is to assist with exterior façade improvement to the mixed-use commercial building located on a corner at 257 Main Street in Johnson City. Due to the qualitative location and size of the building, it was agreed to support a deviation from the programs maximum allowed of \$50,000.00, up to a maximum of \$100,000.00.

After the completion of discussion, President Trichka requested a motion to approve 50/50 Commercial Façade Grant Program financing of \$100,000.00 to Mr. Shia Teitelbaum.

Motion: Gary Leighton

Motion 2<sup>nd</sup>: Kim Ward

Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act (ARPA) 50/50 Commercial Façade Grant Program financing in an amount not to exceed \$100,000.00 to Mr. Shia Teitelbaum. The purpose of the grant is to assist with the exterior renovation to the mixed-use commercial building located at 257 Main Street in Johnson City, New York in the Town of Union.

Vote: Motion approved [5 - Yes, 0 - No, 2 - Absent, 0 - Abstain].

- A. 4. Mr. Moody commented about a potential 2021 American Rescue Plan Act (ARPA) Grant request by Ms. Kanaka Tatikola of Mallike Ashwin Maya Corporation (d/b/a MAM, Inc.) seeking \$95,600.00 in LDC Project Specific Infrastructure Improvement Grant Program funds to finance the procurement, production and testing of high frequency power magnetic components of electric coil wiring machines for a business they would like to move from New Jersey to the Huron Campus in Endicott. Mr. Moody anticipates having a completed application for the September LDC Board Meeting.

The company, which was in operation before the onset of COVID, plans to create a number of new employment opportunities. Mr. Moody asked Mr. Burto for his opinion about providing ARPA grant funding to re-locate a business, adversely affected by COVID, to the Town. Mr. Burto foresaw no issues arising from using ARPA funds.

## VII. OTHER BUSINESS

- A. Mr. Moody informed the LDC Board of Bada Bing Hospitality, LLC's (d/b/a Southern Tier Cheesesteak Co.) loan repayment status. He noted the business had insufficient funds for, and was delinquent on making, its July payment, and now for August, too. Mr. Leighton affirmed the business's loan balance of about \$5,600.00. Mr. Moody

expressed a desire to have a legal demand letter sent out. Board agreed to pursue legal means to remedy such.

- B. Mr. Moody provided an overview of the LDC Loan Portfolio prepared by Mr. Leighton. Mr. Moody noted the LDC has received multiple recent loan payoffs. Mr. L'Amoreaux inquired about Crooked Mouth Brewery LLC's payment status; Mr. Moody replied the payments are current. Various LDC Board members and Mr. Moody shared favorable comment about the business's qualitative food and service.
- C. Mr. Moody provided an update of the LDC's allocated 2021 ARPA Grant Program Funds. Mr. Moody remarked about the LDC's ARPA fund allocation timeframe, and Mr. Burto affirmed the LDC will likely receive a December, 2023 correspondence from the town seeking an ARPA funds allocation status update applicable up to February, 2024. Mr. Moody asked Mr. Burto what town employee is currently responsible for the ARPA reporting to the Federal Government; Mr. Burto said he is presently temporarily carrying out such work. Mr. Moody shared he intends to request the extension of Mr. Leighton's temporary part-time assistance to the LDC with the Town Board. The LDC Board agreed with the continuation of Mr. Leighton's service.

## VIII. ADJOURNMENT

- A. President Trichka asked if there were other topics for consideration. Due to the LDC Board's affirmed completion of business, he requested a motion to adjourn the meeting.

Motion: Jeff L'Amoreaux  
Motion 2<sup>nd</sup>: Kim Ward  
Motion: To adjourn the regular LDC Board meeting of August 24, 2023.  
Vote: Motion approved [5 - Yes, 0 - No, 2 - Absent, 0 - Abstain].

In recognition of there being no further business, without objection, the August 24, 2023 Regular LDC Board Meeting stood adjourned at 8:45 a.m.

Respectfully submitted,

Joseph M. Moody  
Director



Town of Union Local Development Corporation													
Loans Receivable													
For the Month Ending September 2023													
		Original Loan/ Grant	Payment Amount	Balance 31-Dec-22	New Loans/ Grant Additions	YTD Principal Payments	Adjust- ments (+ or -)	Balance @ 30-Sep-23	Loans Comit- ted	Reserve For Loan Loss	YTD Interest/ Fees Paid	Late/ Other Fees	Payment Due Date
Borrower's Name	Closing Date	Amount	Amount	31-Dec-22									
CDBG Loans													
402 Airport Road Holding, LLC	23-Jun-16	60,000.00	332.76	44,503.05	0.00	2,013.59	0.00	42,489.46	x	x	981.25	x	1-Oct-23
17 Kentucky Avenue, LLC	21-Dec-17	230,000.00	1,588.34	169,170.07	0.00	10,594.24	0.00	158,575.83	x	x	3,700.82	x	1-Oct-23
Crooked Mouth Brewery, LLC	27-Jun-22	50,000.00	660.66	47,308.27	0.00	4,930.60	0.00	42,377.67	x	x	1,015.34	x	1-Oct-23
Fuller Holding Company, LLC	10-Jan-20	162,500.00	1,026.13	132,987.20	0.00	7,394.91	0.00	125,592.29	x	x	1,724.10	x	1-Oct-23
Sonostics, Inc.	18-Nov-16	200,000.00	2,504.14	59,392.84	0.00	21,791.24	0.00	37,601.60	x	x	746.02	x	1-Oct-23
Southern Tier Leasing, LLC	9-Dec-16	50,000.00	481.95	22,214.21	0.00	22,214.21	0.00	0.00	x	x	230.52	x	Paid
Southern Tier Technologies, Inc.	9-Dec-16	50,000.00	Paid	21,956.97	0.00	21,956.97	0.00	0.00	x	x	141.97	x	Paid
Taylor's Pizza (George Patricia Taylor)	24-Jan-22	50,000.00	481.95	48,401.54	0.00	3,635.70	0.00	44,765.84	x	x	701.85	x	1-Oct-23
Totals for CDBG Loans		852,500.00	7,075.93	545,934.15	0.00	94,531.46	0.00	451,402.69	0.00	0.00	9,241.87		1-Oct-23
UDAG - Facade Loans													
LBK Properties, LLC	x	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	x	0.00	x	x
None	x	0.00	0.00	0.00	0.00	0.00	0.00	0.00	x	x	0.00	x	x
Totals for UDAG - Façade Loans		0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	0.00		
UDAG - Business Assistance Loans													
Bada Bing Hospitality, LLC	26-Jan-22	10,000.00	284.25	7,267.17	0.00	1,656.16	0.00	5,611.01	x	x	103.55	x	1-Jul-23
(Southern Tier Cheestreak Co.)							0						
SSE3, LLC	22-Dec-20	300,000.00	1,663.80	278,394.39	0.00	34,112.01	0.00	244,282.38	x	x	5,862.19	x	1-Oct-23
Totals for UDAG Business Assistance Loans		310,000.00	1,948.05	285,661.56	0.00	35,768.17	0.00	249,893.39	0.00	0.00	5,965.74		
Totals for Loans		1,162,500.00	9,023.98	831,595.71	0.00	130,299.63	0.00	701,296.08	100,000.00	0.00	15,207.61		

**TOWN OF UNION LDC ARPA FUNDING PROGRAMS**

	Approved/ Allocated		Grant Funding	Funding Remaining	Approval Date	Funding Disbursed to Date	Grant Payment Date	Application Fee	
	To Date							Received	Project/Location To Be Funded
<b><u>RE-IMAGINE UNION - DEMOLITIONS &amp; SITE PREP</u></b>									
Ramco Development & Holdings, LLC	\$56,250.00	\$56,250.00	\$0.00	15-Dec-22	\$56,250.00	3-Aug-23	\$250.00	217 Madison Avenue, Endicott	
Tioga Learning Properties, LLC	93,750.00	93,750.00	0.00	15-Dec-22	93,750.00	3-Aug-23	250.00	208 - 210 East Franklin St., Endicott	
North and Main Street Development, LLC	200,000.00	200,000.00	0.00	15-Dec-22	200,000.00	6-Jul-23	250.00	304, 310, 314 & 316 Scarborough & 2812 & 2910 East Main St., Endwell	
Nanticoke & Wendell Holdings, Inc.	41,325.00	41,325.00	0.00	22-Jun-23	0.00		x	401 N. Nanticoke Ave., Endicott	
a/ka/ Crowley Fabricating & Machining Co., Inc.									
Lasar Holdings, LLC	11,775.00	11,775.00	0.00	23-Feb-23	0.00		250.00	3109 Watson Blvd., Endwell	
Ramco Development & Holdings, LLC	76,050.00	76,050.00	0.00	24-Aug-23	0.00		x	218 Washington Ave., Endicott	
Tioga Learning Properties, LLC	52,500.00	52,500.00	0.00	24-Aug-23	0.00		x	206 E. Franklin St., Endicott	
Uncommitted Funds	(31,650.00)	0.00	(31,650.00)		0.00				
Sub-total Re-imagine Union	\$500,000.00	\$531,650.00	(\$31,650.00)		\$350,000.00		\$1,000.00		
<b><u>50/50 COMMERCIAL FACADE</u></b>									
Schapiro Realty, LLC	\$50,000.00	\$50,000.00	\$0.00	15-Dec-22	\$0.00		x	707 North St, Endicott	
Brad Kirby (America's Attic, Inc.)	45,000.00	45,000.00	0.00	19-Jan-23	0.00		250.00	308 Harry L Drive, JC	
500 North Stree, LLC (So. Tier Stages, Inc./Shafer's	45,250.00	45,250.00	0.00	22-Jun-23	0.00		x	500 North Street, Endicott	
Shia Teitelbaum	100,000.00	45,250.00	54,750.00	24-Aug-23	0.00		x	257 Main Street, Johnson City	
Uncommitted Funds	9,750.00	0.00	9,750.00		0.00				
Sub-total 50/50 Commercial Façade	\$250,000.00	\$185,500.00	\$64,500.00		\$0.00		\$250.00		
<b><u>PROJECT SPECIFIC INFRA-STRUCTURE - \$250,000</u></b>									
Dan Brown Construction, LLC	\$100,000.00	\$100,000.00	\$0.00	15-Dec-22	\$0.00		\$250.00	2 Valley St., Endwell	
Jamie Motsko d/b/a Jamie Leigh Hair Studio	38,000.00	38,000.00	0.00	23-Mar-23	38,000.00	22-May-23	250.00	Acq. - 1412-1414 North St., Endicott	
Uncommitted Funds	112,000.00	0.00	112,000.00		0.00				
Sub-total Project Specific Infra-structure	\$250,000.00	\$138,000.00	\$112,000.00		\$38,000.00		\$500.00		
<b><u>KICK START ENTREPRENEURIAL - \$250,000</u></b>									
PCSJ, LLC (a/k/a Taste of Tai)	\$10,000.00	\$10,000.00	\$0.00	19-Jan-23	\$10,000.00	3-Aug-23	\$250.00	4 S. Liberty Avenue, Endicott	
Uncommitted Funds	240,000.00	0.00	240,000.00		0.00				
Sub-total Kick Start Entrepreneurial	\$250,000.00	\$10,000.00	\$240,000.00		\$10,000.00		\$250.00		
<b><u>SMALL BUSINESS SUSTAINABILITY - \$250,000</u></b>									
Hashey Enterprises, LLC (d/b/a Synergy Athletics)	\$13,226.90	\$13,226.90	\$0.00	19-Jan-23	\$13,226.90	6-Jul-23	\$250.00	800 Hooper Road, Endwell	
Hair Garden, LLC (d/b/a Hair By Alyse)	9,224.88	9,224.88	0.00	19-Jan-23	9,224.98	19-Jul-23	250.00	365 Harry L. Drive, JC	
Grey Goose Graphics, LLC	22,632.75	22,632.75	0.00	19-Jan-23	22,632.75	30-Jun-23	250.00	633 Valley View Drive, Endwell	
Uncommitted Funds	204,275.47	0.00	204,275.47		0.00				
Sub-total Kick Start Entrepreneurial	\$249,360.00	\$45,084.53	\$204,275.47		\$45,084.63		\$750.00		
<b><u>TOTAL FOR TOWN LDC ARPA FUNDING</u></b>									
	\$1,499,360.00	\$910,234.53	\$589,125.47		\$443,084.63		\$2,750.00		

1/ The approval of 12/15/22 for Dan Brown Construction, LLC was amended on 6/22/23 for substitution of equipment.