

**TOWN OF UNION  
LOCAL DEVELOPMENT CORPORATION  
ANNUAL MEETING MINUTES  
THURSDAY, DECEMBER 21, 2023**

**DRAFT**

**SYNOPSIS OF MEETING**

The Town of Union Local Development Corporation met for its Annual Meeting on Thursday, December 21, 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 7:58 A.M.**

MEMBERS PRESENT: Stephen Trichka, Gary Leighton, Mary O'Malley-Trumble, Jeffrey L'Amoreaux, Timothy Strong, Kimberly Ward

MEMBERS ABSENT: James Peduto

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney)

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

**II. PRESIDENT'S REMARKS**

President Trichka thanked the LDC Board members for their ongoing commitment and work to assist the Town of Union business community.

**III. DIRECTOR'S REMARKS**

Director Moody shared his appreciation for the LDC Board members' reliable guidance and effective economic development decision-making.

**IV. APPROVAL OF THE MINUTES**

The Minutes of the annual LDC Board Meeting of December 15, 2022 were previously approved at the regular LDC Board meeting of January 19, 2023.

The Minutes of the regular LDC Board Meeting of November 16, 2023 were reviewed and approved as written.

Motion: Tim Strong  
Motion 2<sup>nd</sup>: Jeff L'Amoreaux  
Motion: To approve the regular LDC Board Meeting Minutes of November 16, 2023 as written.  
Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain]

**V. OLD BUSINESS**

A. Mr. Moody noted Lasar Holdings, LLC will be provided with the previously approved ARPA LDC Reimagine Union Demolition & Site Prep Grant Program funding, via an \$11,775.00 check, after the annual meeting.

## VI. NEW BUSINESS

### A. Reappointment of LDC Board Members:

President Trichka said the LDC Board terms of Ms. O'Malley-Trumble and Mr. Strong, and the Emeritus LDC Board term of Ms. Julian, will expire on December 31, 2023. He then requested a motion to approve the reappointment of Ms. O'Malley-Trumble to the LDC Board of Directors for a three (3) year term. The duration of her term shall begin on January 1, 2024 and expire on December 31, 2026.

- Mary O'Malley-Trumble

Motion: Jeff L'Amoreaux

Motion 2<sup>nd</sup>: Gary Leighton

Motion: To approve the reappointment of Ms. Mary O'Malley-Trumble to the LDC Board of Directors for a three (3) year term to begin on January 1, 2024 and expire on December 31, 2026.

Vote: All yes, motion approved [5 - Yes, 0 - No, 1 - Absent, 1 - Abstain (Ms. O'Malley-Trumble)].

President Trichka requested a motion to approve the reappointment of Mr. Timothy Strong to the LDC Board of Directors for a three (3) year term. The duration of his term shall begin on January 1, 2024 and expire on December 31, 2026.

- Timothy Strong

Motion: Jeff L'Amoreaux

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

Motion: To approve the reappointment of Mr. Timothy Strong to the LDC Board of Directors for a three (3) year term to begin on January 1, 2024 and expire on December 31, 2026.

Vote: All yes, motion approved [5 - Yes, 0 - No, 1 - Absent, 1 - Abstain (Mr. Strong)].

President Trichka requested a motion to approve the Emeritus member reappointment of Ms. Diane Julian to the LDC Board of Directors for a one (1) year term. The duration of her term shall begin on January 1, 2024 and expire on December 31, 2024.

- Diane Julian

Motion: Tim Strong

Motion 2<sup>nd</sup>: Mary O'Malley-Trumble

Motion: To approve the Emeritus member reappointment of Ms. Diane Julian to the LDC Board of Directors for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.

Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

### B. Election of LDC Officers:

The LDC Board members recommended by Mr. Moody for 2024 officer service included Mr. Trichka, President; Mr. Strong, Vice President; Mr. L'Amoreaux, Secretary/Treasurer; and Mr. Moody as Executive Director, Chief Executive Officer, Chief Financial Officer and Property Disposition Officer. Following discussion, President Trichka presented the recommended 2024 officer candidates for nomination and approval.

- Stephen Trichka, President

Motion: Tim Strong  
 Motion 2<sup>nd</sup>: Jeff L'Amoreaux  
 Motion: To approve the reappointment of Mr. Stephen Trichka as President of the LDC Board of Directors for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.  
 Vote: All yes, motion approved [5 - Yes, 0 - No, 1 - Absent, 1 - Abstain (Mr. Trichka)].

- Timothy Strong, Vice President

Motion: Mary O'Malley-Trumble  
 Motion 2<sup>nd</sup>: Jeff L'Amoreaux  
 Motion: To approve the reappointment of Mr. Timothy Strong as Vice President of the LDC Board of Directors for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.  
 Vote: All yes, motion approved [5 - Yes, 0 - No, 1 - Absent, 1 - Abstain (Mr. Strong)].

- Jeffrey L'Amoreaux, Secretary/Treasurer

Motion: Tim Strong  
 Motion 2<sup>nd</sup>: Gary Leighton  
 Motion: To approve the reappointment of Mr. Jeffrey L'Amoreaux as Secretary/Treasurer of the LDC Board of Directors for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.  
 Vote: All yes, motion approved [5 - Yes, 0 - No, 1 - Absent, 1 - Abstain (Mr. L'Amoreaux)].

- Joseph Moody, Executive Director
- Joseph Moody, Chief Executive Officer
- Joseph Moody, Chief Financial Officer  
(Chief Contracting Officer & Compliance Officer)
- Joseph Moody, Property Disposition Officer

Motion: Jeff L'Amoreaux  
 Motion 2<sup>nd</sup>: Kim Ward  
 Motion: To approve the reappointment of Mr. Joseph Moody as Executive Director, Chief Executive Officer, Chief Financial Officer (Chief Contracting Officer & Compliance Officer), and Property Disposition Officer. All positions are for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.  
 Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

### C. Appointment of Committee Members

Director Moody thanked the LDC Board members for their service on the Audit Committee, Governance Committee and Loan Committee. President Trichka requested respective motions to approve the reappointments of committee members for the 2024 calendar year.

1. Audit Committee – 1. James Peduto, Chair, 2. Mary O'Malley-Trumble, 3. Kimberly Ward.

Motion: Tim Strong  
Motion 2<sup>nd</sup>: Gary Leighton  
Motion: To approve the reappointments of Mr. James Peduto as Chair of the LDC's Audit Committee and Ms. Mary O'Malley-Trumble and Ms. Kimberly Ward as members of the LDC's Audit Committee. Each of the three reappointments shall be for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.  
Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

2. Governance Committee – 1. Jeffrey L'Amoreaux, Chair, 2. Mary O'Malley-Trumble, 3. Timothy Strong.

Motion: Gary Leighton  
Motion 2<sup>nd</sup>: Kim Ward  
Motion: To approve the reappointments of Mr. Jeffrey L'Amoreaux as Chair of the LDC's Governance Committee and Ms. Mary O'Malley-Trumble and Mr. Timothy Strong as members of the LDC's Governance Committee. Each of the three reappointments shall be for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.  
Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

3. Loan Committee – 1. Timothy Strong, Chair, 2. James Peduto, 3. Kimberly Ward.

Motion: Jeff L'Amoreaux  
Motion 2<sup>nd</sup>: Gary Leighton  
Motion: To approve the reappointments of Mr. Timothy Strong as Chair of the LDC's Loan Committee and Mr. James Peduto and Ms. Kimberly Ward as members of the LDC's Loan Committee. Each of the three reappointments shall be for a one (1) year term to begin on January 1, 2024 and expire on December 31, 2024.  
Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

D. Review of LDC Loan Portfolio/Annual Report

Mr. Moody presented the LDC Loan Portfolio/Annual Report. He noted the positive status of loan repayments and also increased interest by businesses in potential loans.

E. Discussion – Available CDBG and UDAG Funds for Economic Activity

Mr. Moody referenced the balance of funds for each account category. He noted Mr. Leighton's accounts review. Mr. Strong then inquired about the establishment of LDC loan program rates.

F. Discussion – American Rescue Plan Act (ARPA) funds

Mr. Moody shared updates on LDC American Rescue Plan Act (ARPA) Grant Programs allocations. He referenced pending grant closings.

## VII. OTHER BUSINESS

- A. Mr. Moody provided the LDC Board members with the proposed 2024 calendar of regular LDC Board meetings, as scheduled for the second to last Thursday of each month.

## 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>: Tim Strong

Motion: To adjourn the annual LDC Board meeting of December 21, 2023.

Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

In recognition of there being no further business, without objection, the December 21, 2023 Annual LDC Board Meeting stood adjourned at 8:16 a.m.

Respectfully submitted,

Joseph M. Moody  
Director

LOANS RECEIVABLE		FOR THE MONTH ENDING FEBRUARY 2024																			
		Original		New Loans/		YTD		(+ or -)		Reserve		YTD		Late/		Payment					
		Loan/		Grant		Principal		Adjust-		For Loan		Interest/		Other		Due					
		Grant		Additions		Payments		ments		Loss		Fees Paid		Fees		Date					
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**RE-IMAGINE UNION - DEMOLITIONS &  
SITE PREP - Initially \$500,000**

[illegible]

**TOWN OF UNION, LDC / BROOME COUNTY 2021 AMERICAN RESCUE PLAN ACT (ARPA) FUNDED GRANT PROGRAM**

<u>Economic Development Projects</u>	<u>Project Specific Location to Be Funded</u>	<u>Broome Cty. Allocated Grant Funds to the Town's LDC</u>	<u>Town LDC Board Acceptance of BC Funds</u>	<u>Town LDC Receipt of Funds</u>	<u>Town LDC Board Approved Funding To Date</u>	<u>Town LDC Board Approval Date</u>	<u>Town LDC Grant Funding Remaining</u>	<u>Grant Funding \$ Disbursed to Date</u>	<u>Grant Funding Disbursed Date</u>
SEPP, Inc. (333 Grand Avenue, LLC) (Homesteads On Grand Apartments)	333 Grand Avenue, Johnson City & 154 Allen Street, Johnson City	\$800,000.00	Yes	Yes	\$800,000.00	27-Oct-23	0.00	\$800,000.00	30-Oct-23
SEPP Project - Washington Avenue	121 - 125 Washington Ave., Endicott	420,000.00	Yes	No	0.00		420,000.00	0.00	x
Washington Ave Proposed Façade Prog.	100 Block of Washington Ave., Endicott	250,000.00	Yes	No	0.00		250,000.00	0.00	x
<b>TOTALS FOR TOWN OF UNION, LDC/BROOME COUNTY ARPA FUNDING</b>		<b>\$1,470,000.00</b>			<b>\$800,000.00</b>		<b>\$670,000.00</b>	<b>\$800,000.00</b>	