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



### 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. <u>Audit Committee</u> – 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. <u>Governance Committee</u> – 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. <u>Loan Committee</u> – 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	124				2024	14							
		Original					(+ or -)						
		Loan/			New Loans/	YTD	Other		Loans	Reserve	OT.	Late/	Payment
	Closing	Grant	Payment	Balance	Grant	Principal	Adjust-	Balance @	Comit-	For Loan	Interest/	Other	Due
Borrower's Name	Date	Amount	Amount		Additions	Payments	ments		ted	Loss	Fees Paid	Fees	Date
CDBG Loans		***											
402 Airport Road Holding, LLC	23-Jun-16	60,000.00	332.76	41,808.15		457.05	0.00	41.351.10	×	×	208.47	×	1-Mar-24
17 Kentucky Avenue, LLC	21-Dec-17	230,000.00	1,588.34	154,991.18		2,404.72	00.0	152,586.46		×	771.96	×	1-Mar-24
Crooked Mouth Brewry, LLC	27-Jun-22	20,000.00	99.099	40,709.36		1,119.17	00.00	39,590,19		×	202.15	×	1-Mar-24
Fuller Holding Company, LLC	10-Jan-20	162,500.00	1,026.13	-		1,643.17	00'0	-		×	409,09	×	1-Mar-24
Sonostics, Inc.	18-Nov-16	200,000.00	2,504.14	30,264.97		4,911.49	0.00	25,353,48	×	×	62.96	×	1-Mar-24
LOANS RECEIVABLE	24-Jan-22	20,000.00	481.95	43,541.78		819,44	00.00	42,722.34		×	144.46	×	1-Mar-24
Totals for CDBG Loans		752,500.00	6,593.98	6,593.98 434,453,22	00:0	11,355.04	0.00	423,098.18	00.00	0000	1,832.92		
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UDAG - Facade Loans													-
LBK Properties, LLC	×	00.00	00.00	00'0		0.00	0.00	0.00	0.00 100,000.00	×	0.00	×	×
None	×	00.00	00.00	00'0		0.00	0.00	0.00	×		00'0	×	×
Totals for UDAG - Façade Loans		0.00	00'0	0.00	00.00	00'0	00'0	0.00	100,		0.00		
UDAG - Business Assistance Loans		-											
Bada Bing Hospitality, LLC	26-Jan-22	10,000.00	284.25	3,942.38		558.99	000	3 383 30	*	>	0 51		AC ACAN 1
(Southern Tier Cheesteak Co.)							C	Corporato		,	100		+7-18IAI-T
SSE3, IIC	22-Dec-20	300,000.00	1,663.80	1,663.80 241,115.19		2,124.67	0.00	238,990.52	×	×	1,202,93		1-Mar-24
Totals for UDAG Business Assistance Loans	ans	310,000.00	1,948.05	1,948.05 245,057.57		2,683.66	00.0	242,373.91	00'0		1,212,44		
Totals for Loans		1 062 500 00	8 547 03 679 510 78	670 510 70	000	41 000	000	20 400 404 404 404	20 000 001				***************************************

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	Funding	Remaining Date to Date Date Received Project/Location To Be Funded	\$0.00 15-Dec-22 \$56.250.00 3-Aus-23 \$120.00 217 Madicon Avenue Endicot	15-Dec-27 93 750 00 3-Aug-23 250 00	15-Dec-22 200,000 00 6-ini-23 250.00	00,002	0.00 22-Jun-23 0.00 250.00 401 N. Nanticoke Ave., Endicott		71.71	24-Aug-23 0.00 250.00	24-Aug-23 52,50	\$0.00   \$414.275.00   \$1.750.00		C	0.00 19-lan-23 44 730 60 31-lan-24 260.00 208 Harri 10-lan-21	22-Jun-23 0.00 250.00		21-Sep-23 0.00 250.00	0.00 19-0ct-23 0.00 250.00 1412 East Main St., Endloott	(w/ 1410 E. Main St. & 305 Grant Ave.)	\$44,73		\$0.00 15-Dec-22 \$86,152.49 29-Jan-24 \$250.00 2 Valley St., Endwell	23-Mar-23 38,000.00 22-May-23 250.00	21-Sep-23	50,047.51 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0		\$0.00 19_lan_23 \$10,000.00 3.4ms_23 \$250.00 45   Barto Arrango England	21-Sep-23 0.00	000	\$10,00		19-Jan-23 \$13,226.90 6-Jul-23 \$250.00	19-Jan-23 9,224.88 19-Jul-23 250.00	19-Jan-23 22,632,75 30-Jun-23 250,00	× × × × × × × × × × × × × × × × × × ×	TP-NON-53	<u>\$133,511.97</u> \$45,084.53 \$1,000.00	_	
	Approved/	To Date	\$56,250.00		7		41,325.00				52,50	\$531,650.00		200000	44.730.60		100,000.00	50,000.00	33,817.50	000	\$323,79		\$86,152.49	38,000.00	75,800.00	\$199,952,49	CH3000000	\$10,000.00	10,000,00	0.00			\$13,226.90	9,224.88	22,632,75	25,000.00				4
TOWN OF UNION LDC ARPA FUNDING PROGRAMS	therp	RE-IMAGINE UNION - DEMOLITIONS & Funding SITE PREP - Initially \$500,000	Ramco Development & Holdings, LLC \$56,250.00		pment, LLC 2		Nanticoke & Wendell Holdings, Inc. 41,325.00	ricating & Machining Co., Inc.		igs, LLC	erries, LLC 52,50	Sub-total Re-imagine Union \$531,650.00	•	Schapiro Realty, LLC	s Attic, Inc.)	, LLC (So. Tier Stages, Inc./Shafer's	1	, LLC	Jagold, LLC 33,817.50	Uncommitted Funds	Sub-total 50/50 Commercial Façade \$323,798.10	PROJECT SPECIFIC INFRA-STRUCTURE - \$250,000	s,		Uncommitted Funds	ct Specific Infra-structure		PCSJ, LLC (a/k/a Taste of Tail)			Sub-total Kick Start Entrepreneurial \$165,955.40	SMALL BUSINESS SUSTAINABILITY - \$250,000 (Adjusted \$ Below)	/ Athletics) \$1	Gravi Goose Grantice 11.	Cup O' foe Café, 11C 22,632.75	(/h/s ilsorrine Rorhersham)	•	Start Entrepreneurial		44 800 000 00

 Grant
 Grants
 Deferred

 Funding \$\frac{2}{3}\$
 Disbursed
 Revenue \$\frac{2}{3}\$

 \$1,500,000.00
 \$638,242.62
 \$861,757.38

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

	_	_						
	Grant	Funding	Disbursed	Date	30-Oct-23	×	×	
	Grant	Funding \$	Disbursed	to Date	\$800,000.00	0.00	0.00	\$670,000,000 \$800,000,00
	Town LDC	Grant	Funding	Remaining	00.00	420,000.00	250,000.00	\$670,000,00
	Town LDC	Board	Approval	Date	27-Oct-23			
Town LDC	Board	Approved	Funding	To Date	\$800,000.00	0.00	00'0	\$800.000.00
		Town LDC	Receipt	of Funds	Yes	No	No	
	Town LDC	Board	Acceptance	of BC Funds	Yes	Yes	Yes	
Broome Cty.	Allocated	<b>Grant Funds</b>	to the	Town's LDC	\$800,000.00	420,000.00	250,000,00	\$1,470,000,00
				Project Specific Location to Be Funded	333 Grand Avenue , Johnson City & 154 Allen Street, Johnson City	121 - 125 Washington Ave., Endicott	100 Block of Washington Ave., Endicott	TOTALS FOR TOWN OF UNION, LDC/BROOME COUNTY ARPA FUNDING
,				economic Development Projects	SEPP, Inc. (333 Grand Avenue, LLC) (Homesteads On Grand Apartments)	SEPP Project - Washington Avenue	Washington Ave Proposed Façade Prog. 100 Block of Washington Ave.,	TOTALS FOR TOWN