

**TOWN OF UNION
LOCAL DEVELOPMENT CORPORATION
MEETING MINUTES**

THURSDAY, APRIL 23, 2015

The Town of Union Local Development Corporation met for its regular meeting on Thursday, April 23, 2015 at the Town of Union Office Building, located at 3111 East Main Street, Endwell, NY 13760

THE MEETING WAS CALLED TO ORDER AT 7:57 A.M.

- I. **MEMBERS PRESENT:** Stephen Trichka, Robert Corwin, Gary Leighton, James Peduto, David Roth
- MEMBERS ABSENT:** Diane Julian, Kay Adams
- OTHERS PRESENT:** Rose Pope (LDC Counsel)
- STAFF PRESENT:** Joseph Moody, Robin Shimer

II. APPROVAL OF THE MINUTES

President Trichka presented for Board consideration of approval the minutes of the February 26, 2015 LDC Regular Board Meeting. He asked for clarification of follow-up action taken toward Magic Needle by Yvonne to achieve remedy for unmet job creation requirements. Director Moody replied that, due to the modest loan balance and near term loan payoff, coupled with the business's prior good faith efforts to meet its job creation obligation; it was decided to not call the loan.

President Trichka then requested the Board's consideration of approval the minutes of the February 26, 2015 Board meeting.

Minutes of the LDC Regular Board Meeting of February 26, 2015 were reviewed and approved.

- Motion: Jim Peduto
Motion 2nd: Gary Leighton
Motion: To approve the minutes of the LDC Regular Board Meeting held on February 26, 2015, as written.
Vote: All yes, motion approved (5-yes, 1-absent, 1-vacancy).

III. PRESIDENT'S REMARKS

- A. President Trichka provided warm welcoming comments and anticipation of ongoing Board achievement throughout the year.

IV. DIRECTOR'S REMARKS

- A. Director Moody shared his concurrence with Mr. Trichka's perspective and noted the items listed on the agenda.

V. OLD BUSINESS

- A. Mr. Leighton asked for a status update about actions taken to effect the Board-approved grant to National Pipe and Plastics, Inc. Mr. Moody said the LDC Commitment Letter will be sent to NP&P. He said that he, Town Board members and NP&P representatives have met and actions to solve environmental concerns were progressing. Mr. Leighton asked if NP&P still desires to purchase the property. Mr. Moody affirmed NP&P has such an interest. Mr. Trichka inquired about the status of the current property owner's litigation against the Town of Union. Mr. Moody said the judge found in favor of the town. Mr. Roth asked if the suit by neighbors against NP&P has been decided. Mr. Moody said he believed it had not. Mr. Corwin asked if there has been discussion between the neighbors and Town Board members. Mr. Moody said he believes there has been such communication.

VI. NEW BUSINESS

- A. Mr. Moody presented for discussion the completed 2014 Audit of LDC Financial Statements, as prepared by Piaker & Lyons, PC. He asked Mr. Leighton to provide an overview of the audit report. Mr. Leighton initiated his summary by referencing the audit's two cover letters. He noted the letter to the board was without any matter of negative significance unstated within the audit. Financial statements were reviewed, including current assets and cash/cash equivalents and applicability to future loans. He next discussed current and long term loans, total assets, total liabilities and total net assets. The income statement was reviewed, with emphasis on federal aid provided via the Community Development Block Grant, recovery of reserved loans, total support and revenues, total interest income, total support and other revenue, total expenditures, and change in net assets. The statement of cash flow was reviewed, notably the change in net assets, accrued interest receivable, net cash provided by operating activities, principal payments on loans receivable and loans issued, and net increase in cash and cash equivalents. Mr. Leighton noted page seven's reserve for doubtful loans and applicability to the Digicon Imaging recovery amount and reduction to zero due to loan settlement. Review of page nine featured discussion about the Town of Union-LDC Agreement to use CDBG funds for economic development programs, and expiration of that agreement on September 30, 2014. The discussion centered on the propriety of loans extended during the six month lapse between the expiration date and the present. Mr. Moody said communication on reestablishing agreements is typically generated by the Town CDBG administrator in the Planning Department. He said he will follow up to determine the agreement's status and the reasoning for its non-issuance to the Local Development Corporation. Mr. Trichka noted his concern with the agreement situation as it presently stands. He expressed interest in determining if the LDC Board has authority to disburse CDBG funds absent an enforceable agreement. Counsel Pope shared that the content of the agreement may provide insight in the event such a lapse situation arises.

President Trichka asked the Board members if they had further questions regarding the Audit Report. There being none, he requested a motion to accept the 2014 Auditors Report of the Town of Union Local Development Corporation Financial Statements for the year ended December 31, 2014.

- Motion: Jim Peduto
Motion 2nd: Bob Corwin
Motion: To accept the 2014 Auditors Report of the Town of Union Local Development Corporation Financial Statements for the year ended December 31, 2014.
Vote: All yes, motion approved (4-yes, 2-absent, 1-vacancy).

- B. Mr. Moody informed the Board that the New York State Authorities Budget Office has requested additional LDC Board staffing and employee salary reimbursement data previously not required in LDC financial reporting. The Board members were in agreement with LDC provision of the requested information to the ABO.
- C. Mr. Moody shared with the Board the need to purchase about 500 new, updated LDC brochures at an approximate cost of \$1500 to \$2000. Upon their review of the current modified brochures, Board members enthusiastically expressed support for upgrading and ordering new brochures. Mr. Moody said he will report back to the Board after determining the final cost and financing means.
- D. Mr. Moody said the LDC Subcommittee on IEDC Report Recommendations recently met to review the International Economic Development Council Report, including the IEDC's summarization of recommendations. The Subcommittee members have offered for LDC Board review and consideration their suggested priority of IEDC proposals. Mr. Moody said he views the Subcommittee's recommended development of a strategic plan as a foremost goal. Other top prioritized recommendations to the Board included development of a formalized business retention expansion program, development of an electronic database of available sites, consolidate downtown revitalization efforts to build capacity, and broaden the use of the 485-b tax exemption to targeted areas. Mr. Moody also expressed support for inclusion of a business accelerator program, due to the state-derived regional competition for economic development grant funding and its basis on achieving notable job creation results. Mr. Trichka noted the considerable efforts of Binghamton University to qualify for such grant funding; he suggested LDC interaction with the university as one aspect of project prioritization in order to optimize chances of LDC success. He agreed with Mr. Trichka's observation about Binghamton University's grant funding efforts, and also referenced the university's site interests in the town. Mr. Trichka offered to share with Mr. Moody the name of, and other insight regarding, his project contact at the university. Mr. Moody affirmed the town's interest in having an ongoing working relationship with the university and works close with them. Mr. Moody said he is inclined to recommend a business accelerator program as part of the URI plan and contribution in addition to a "farmery", a building demolition fund, and downtown revitalization funds, among other initiatives. Mr. Trichka noted LDC advocating for broadened use of the 485-b real property tax exemption zone as one aspect of potential LDC work, and Mr. Moody said he has already advocated for expansion of the 485-b with the Town Assessor, but it is the Town Industrial Board that must agree to such. Mr. Moody said the LDC Subcommittee will meet in the near future to review the Board's discussion of recommended priorities.

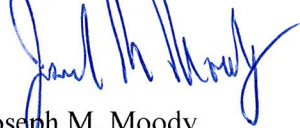
VII. OTHER BUSINESS

- A. Counsel Pope inquired what the status is of LDC loan payoff interaction with Beautiful Streamer, LLC. Mr. Moody has verbally informed the loan recipient of the Board's decision to call the loan. The recipient is seeking bank financing to pay his debt. Mr. Moody is drafting the letter to notify the recipient in writing of the loan call. Counsel Pope advised that expedition of action by the recipient is in the Board's best interest.
- B. President Trichka asked about the status of Dr. Distin's recognition by the LDC. Mr. Moody said a certificate has been prepared. He will contact Dr. Distin to learn of his potential dates of availability.

VIII. ADJOURNMENT

- A. There being no further business to come before the Board, President Trichka adjourned the meeting at 9:03 a.m.

Respectfully submitted,



Joseph M. Moody
Director