

St. Lawrence River Valley Redevelopment Agency

Town of Louisville Municipal Offices
Massena, NY

Meeting Minutes of April 23, 2019

Call to Order: The meeting was called to order at 6:02 PM by Chairman McNeil.

Roll Call/Determination of Quorum: Messrs. McNeil, Clark, Forsythe, Murphy, and Strait are in attendance. Also, Eric Gustafson, Attorney for the RVRDA, Patrick Kelly and Kimberly Gilbert from the St. Lawrence County IDA. Ms. Wilson, NYPA representative, is also in attendance.

Chairman McNeil announces there is a quorum.

Public Notice: Public notifications were sent on April 16, 2019 to, at a minimum: St. Lawrence County's newspapers designated for the publication of local laws and other matters required by law to be published. Notification also sent to other local media sources and websites.

Approval of Minutes: Strait/Forsythe motion/second to approve minutes of the February 19, 2019 meeting. Motion passes unanimously.

Financial Report: Forsythe/Clark motion/second to accept the December 2018, January, February and March 2019 financial reports. Motion passes unanimously. Ms. Gilbert highlights some of the major transactions including CDEIP payments issued, RVRDA Administrative fee paid, North Country Dairy loan that closed in January, Parker Maple Farms loan that closed in February and LC Drives recapitalization loan that closed in March. She also notes that in December 2018, LC Drives paid the bridge loan in full.

Committee Reports: None

Old Business: None

New Business:

Resolution: Authorizing Modifications to the 2018 RVRDA Budget: Strait/Forsythe motion/second. Ms. Gilbert notes some particular line items such as interest income is more than the original budget due to new loans in repayment and investments in US Treasuries has a higher interest yield. Rental income has been modified because of tenant occupancy. Lot 19 rental was decreased because BH Trailers is no longer a tenant. Lot 18 rental increased because Curran Renewable Energy was a tenant longer than anticipated. CDEIP amounts are being adjusted to reflect actual payments made for 2018 and the balance left to expend will be carried forward to 2019. Motion passes unanimously.

Resolution: Accepting the FY2018 Audit: Clark/McNeil motion/second. Ms. Gilbert states that the 2018 Audit was clean, with no findings or suggestions. Mr. Murphy asks about the bad debt expense. Mr. Kelly explains that there are no loans that have become uncollectible. The bad debt expense is something recommended by the audit team. Ms. Gilbert notes that the bad debt expense is calculated by taking 5% of the outstanding loan receivables. Motion passes unanimously.

Staff Report: Mr. Kelly reports:

North American Forest Group: The SLC IDA-LDC has extended the conversion to a mortgage for an additional 90 days to allow all lenders to have documents complete. He asks the RVRDA to do the same. The board agrees.

Staff have applied for a grant through the Northern Boarder Regional Commission for funding to assist Curran Renewable Energy in purchasing equipment. The Preliminary application was accepted and we have been invited to apply to the next step in the process.

AmTech Yarns is close to start-up. They have equipment in place at the Lot 18 building and hired approximately 8 employees so far. Some leaks in the roof have been found. The Agency is responsible for maintenance of the facility, so we have requested prices for the roof repairs.

Marketing: We continue to work with the New York Power Authority to develop a digital marketing website. Mr. Kelly adds that the contract between the RVRDA and Massena Electric Department will expire on June 30, 2019. Discussions about a new contract should begin soon if the board would like to renew the contract.

Mr. Gustafson notes that Massena Electric Department has decided to leave the New York Municipal Power Association (NYMPA) and will begin purchasing their power from New York Power Authority. This will be favorable for Massena Electric Department and more cost effective for the MED customers.

Mr. Kelly notes the deadline for applications has been reached and 16 applications were received for the Community Development and Environmental Improvement Program. They are ready for review by the board.

Public Comment: Mr. Lowell Warner is present. He introduces himself as the owner of Pro Sport Trailer Manufacturing.

Executive Session:

At 6:32 PM, Forsythe/Strait motion to go into executive session to discuss the financial/credit histories of specific companies. Motion passes unanimously. At 7:50 PM, Forsythe/McNeil motion a return to open session. Motion passes unanimously.

Resolution: Authorizing a loan to Pro Sport Trailer Manufacturing. Mr. McNeil motions to authorize up to \$60,000 to Pro Sport Trailer Manufacturing. Mr. Murphy seconds. Discussion ensues regarding the challenges of operating a start-up manufacturing business, with specific concerns highlighted regarding the amount of loan funding requested and the lack of bank participation in the project. Resolution does not pass with Mr. Clark and Mr. McNeil voting yes, all others vote no.

Adjournment:

The meeting is adjourned at 7:58 PM by McNeil/Strait. Motion passes unanimously.