

St. Lawrence River Valley Redevelopment Agency

Town of Louisville Municipal Offices
Massena, NY

Meeting Minutes of June 25, 2019

Call to Order: The meeting was called to order at 6:05 PM by Chairman McNeil.

Roll Call/Determination of Quorum: Messrs. McNeil, Clark, Forsythe, and Strait are in attendance. Also in attendance are Eric Gustafson, Attorney for the RVRDA, and Patrick Kelly from the St. Lawrence County IDA. Others present: Rita Curran, Legislator for District 15

Chairman McNeil announces there is a quorum.

Public Notice: Public notifications were sent on June 19, 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 May 7, 2019 meeting. Motion passes unanimously.

Financial Report: Strait/Clark motion/second to accept the April and May 2019 financial reports. Mr. Strait has a question about the due to/due from accounts, which Mr. Kelly explains are loan payments which are allocated to partnering loan funds as payments are made. Mr. Forsythe asks about the interest earned year-to-date from loans as the amount appears to be less than the budgeted amount. Mr. Strait points out that a couple of loans have been paid off early this year, reducing the interest earnings.

Committee Reports: None

Old Business: None

Staff Report: Mr. Kelly reports:

Lighting upgrades are proposed for the Lot 19 Building (Fockler Industries and Pro Sports Trailers spaces). The tenants will pay for the installation if the RVRDA pays for the lights. Mr. Kelly explains that we are working with the Massena Electric Department to hopefully receive a rebate on the cost of the lights, which will be around \$10,000 for both spaces. Depending the energy savings for the newer, more efficient lights, the rebate amount could be as much as 50%. The board agrees to move forward with the upgrades.

Mr. Kelly reports that the roof on the Lot 18 building needs some repairs and that the to-date we have received two bids for the work. One for approximately \$8,500 and one for \$12,000. We are seeking a third bid. Mr. Clark suggests a couple of local firms to consider when seeking bids. Mr. Kelly will follow up to get contact information for those firms.

Mr. Kelly also reports on the following marketing activities and outreach efforts being undertaken to promote the County and the RVRDA programs:

- Advanced Design & Manufacturing Expo (Toronto) June 4-6
- St. Lawrence Centre Mall Business Expo (June 26)
- SUNY Canton Reunion Weekend Flyer
- NNY360 Digital Banner Ads & Summer Vacation Guides
- Upgraded website agreement has been signed with NYPA, awaiting project kickoff

The contract between the RVRDA and Massena Electric Department will expire on June 30, 2010. Mr. McNeil and Mr. Strait have had several discussions with Massena Electric Department Superintendent Andrew McMahon and recommend extending the contract for three years at \$30,000 per year. A discussion ensues regarding the best way for MED to provide input and updates to the RVRDA relating to power issues and the allocation/administration of the St. Lawrence County Economic Development Power Program. It is decided that moving forward there should be a change to the RVRDA meeting agenda to incorporate a Massena Electric Department report to the RVRDA board, supplemented by written reports if a representative from MED is not able to attend an RVRDA meeting. Mr. Strait makes a motion to extend the contract on those terms, Mr. Clark seconds, all vote in favor.

Resolution: Authorizing lease to Pro Sport Trailer Manufacturing, LLC. Strait/Forsythe motion/second. As discussed at the previous meeting, the company is a locally owned startup business seeking to manufacture and fabricate utility trailers in the Lot 19, 31 Trade Road facility owned by the RVRDA and SLCIDA-LDC. A discussion ensues regarding the terms of the lease, as outlined in the resolution. Motion passes unanimously.

Public Comment: None

Executive Session:

At 6:30 PM, Clark/Forsythe motion to go into executive session to discuss the financial/credit histories of specific companies. Motion passes unanimously. At 7:05 PM, Clark/Forsythe motion a return to open session. Motion passes unanimously.

New Business:

Resolution – Authorizing \$85,000 in Funds through the Agency’s Community Development & Environmental Improvement Program. Forsythe/Strait motion/second, resolution passes unanimously.

Resolution – Authorizing \$15,000 in Funds through the Agency’s Community Development & Environmental Improvement Program. Strait/Clark motion/second, Mr. McNeil discloses that he will abstain as he is a member of the Lisbon Town Council. Mr. Gustafson points out that there is no clear conflict of interest as Mr. McNeil has no personal financial interest in either the Town finances or the CDEIP application, but if he wishes to abstain to avoid even the appearance of a conflict that would be fine. Strait, Clark, and Forsythe vote in favor, resolution passes.

Adjournment:

A motion to adjourn at 7:20 PM is made by Strait/Clark. Motion passes unanimously.