

## **St. Lawrence River Valley Redevelopment Agency**

Town of Louisville Municipal Offices

*Meeting Minutes of February 7, 2023*

Call to Order: The meeting was called to order at 4:03 PM by Mr. McNeil.

Roll Call/Determination of Quorum: In attendance at the Town of Louisville Municipal Offices are Messrs. McNeil, Strait, Clark, Forsythe, and Kramer, and Patricia Wilson from the New York Power Authority(NYPA). Patrick Kelly and Kimberly Gilbert are in attendance from the St. Lawrence County IDA. Also present is Mr. McMahon from Massena Electric Department. Chairman McNeil announces there is a quorum.

Public Notice: Public notifications were sent on February 2, 2023 at a minimum: St. Lawrence County's newspapers designated for the publication of local laws and other matters required by law to be published. Notifications are also sent to other local media sources and websites.

Public Comment: None

Approval of Minutes: Strait/Clark motion/second to approve the October 26, 2022 meeting minutes, the motion passes unanimously.

Financial Report: Ms. Gilbert reviews the October and November 2022 financials. In the October financials, Ms. Gilbert notes that there were CDEIP payments to the Cranberry Lake Mountaineers and to the Village of Massena. Ms. Gilbert also notes that two loan checks were written in October, one for the RVRDA portion of the Canexsys loan and one for the ACCO Way acquisition loan. Ms. Gilbert then proceeds to review the November financials highlighting that the RVRDA issued CDEIP payments to GardenShare, Fort la Presentation, and Wright's Sporting Goods & Marine for the REDI program matching commitment. Ms. Gilbert also informs the board that the Swift Eyewear loan was paid off on February 1, 2023 and the company has elected to close its vision store in Massena. Ms. Gilbert asks if there are any specific questions that she can answer, hearing none, the financials are voted upon. Forsythe/Kramer motion/second to accept the financial reports. Motion passes unanimously.

Committee Reports: Nominating Committee, consisting of Mr. McNeil and Mr. Strait met to discuss nominations for the year. Mr. Strait announces a recommendation from the Committee that Mr. McNeil be reappointed as Chairman and himself, Mr. Strait, as Vice-Chairman. Forsythe/Kramer motion/second to accept the nomination as recommended. Motion passes unanimously.

New Business:

Resolution RVR-23-02-01 Annual Review of the Procurement Policy. Strait/Kramer motion/second. Mr. McNeil tells the board that this is an annual review of the policy and has no changes from the prior year. Mr. Kelly asks if there are any specific questions, hearing none the resolution is voted on. Motion passes unanimously.

Resolution RVR-23-02-02 Annual Review of the Investment Policy and Authorization of Depositories. Strait/Kramer motion/second. Mr. McNeil informs the board that this is also an annual review of the policy and has no changes from the prior year. There are no specific questions, the resolution is voted on. Motion passes unanimously.

2023 Community Development and Environmental Improvement Program Application Process. McNeil/Strait motion/second to approve. The CDEIP Application has been reviewed and minor revisions have been made to dates. This will mimic the program last year with the final submittal date being April 14<sup>th</sup> at 3pm. The program this year will allocate up to \$100,000 with a maximum award to an applicant of \$20,000. There are no changes to the evaluation section and the goal will be to keep to the deadline schedule as closely as possible, hoping to make awards in June or July of 2023. Mr. Kelly states that the application states the program is for communities and non-profit organizations. Mr. Kelly states that this grant is available to a different sector of applicants that the

current American Recovery Plan Act (ARPA) grant funds that the IDA is administering. The ARPA funds are for small businesses and not for profits. Mr. Kramer asks about in-kind costs being accepted as part of the program matching funds. Ms. Gilbert explains that in-kind costs are allowed if documentation is available and can be verified. Mr. McNeil mentions how effective the program has been in assisting local projects. He specifically mentions the St. Lawrence Power and Equipment museum and the growth that they have had in the last few years, growing into a substantial destination in the area. Motion passes unanimously.

IDA Staff Report: Mr. Kelly reports that the loan to Canexsys closed and the company has moved into the 100 Paterson Street location in Ogdensburg (the former Newell Manufacturing building). He also informs the board that the loan for the ACCO Way Acquisition has also closed. Mr. McNeil asks if a possible tour can be arranged for both the Canexsys space and the ACCO Way space. Mr. Kelly agrees to schedule possible tour dates and set a tour up for the board.

The lot 19 building in Massena Industrial Park is occupied with Fockler Industries in the rear area of the building, and a temporary tenant, Java Veterinary Clinic, in the front section until approximately the end of February when the new space they are constructing will be available.

Marketing: Mr. Kelly states that we are still running “Come Back Here” ads, and ads during the area university hockey games. We are planning to attend multiple trade shows in Canada, with events in Montreal, Ottawa and Toronto planned. Mr. Kelly also states that we are in the process of applying for a possible grant through National Grid. This grant is up to \$10,000 of matching marketing funds. Mr. Kelly explains he is hoping to be able to use this grant to obtain the services of a lead development firm to assist us to generate qualified prospects in Canada.

Mr. Kelly discusses the ARPA fund applications that the IDA has been processing. The most recent deadline was January 30<sup>th</sup> and the IDA has received a number of applications covering a range of funding requests. The available applications cover tourism, new and existing worker training, CDL-A licensing, a childcare program, infrastructure and facility improvements, and small business and nonprofit assistance programs. Applications and information are available on our website, [www.slcida.com/arpa](http://www.slcida.com/arpa). We anticipate accepting additional applications after the review and awards of the most recent deadline.

Mr. Kelly informs the board of the recent and upcoming Business Connections Spotlight events at the local BOCES facilities and hands out an information flyer. He highly recommends that anyone that has the time to attend should do so. The open house is a great place to learn about the connection of employers with the available programs.

Mr. Kelly also discusses the upcoming Business Resource Mixer on Wednesday March 8<sup>th</sup> at the Best Western in Canton. There will be representatives from local businesses speaking and providing information and advice. This is open to all that would like to attend.

MED Report: Mr. McMahon gives the board members a graph to show the great fluctuation in energy costs based on numerous factors. The weather, the holidays, and the demand all play a large role in the impact of costs which are then passed on to the customers. Often times these factor result in unhappy customers, because the bills they receive are impacted by not only their usage but by other factors that they cannot control. A discussion also ensues regarding the additional funding for the monetization of the St. Lawrence County Economic Development Power. Mr. McMahon states that there is a letter that has made its way up the channels and is now in the Governor’s office asking for assistance in getting the additional monetization. Mr. McMahon is hoping the request will be addressed this year. Mr. McMahon discusses the value of the power and the funds that are in the Power Proceeds fund for projects. The was approximately \$8M to start, with \$2.2M being allocated and approximately \$5.8M still available.

Executive Session: Forsythe/Clark motion/second to go into executive session at 4:57PM to discuss the financials of particular companies. Motion passes unanimously.

At 5:33 PM, Kramer/Forsythe motion/second to return to regular session. Motion passes unanimously.

Adjournment: At 5:34 PM, Chairman McNeil declares the meeting adjourned.