

Montgomery County Industrial Development Agency Meeting
January 9, 2025
Meeting Minutes

MEMBERS PRESENT:

Matthew Beck, Chair
Mark Kowalczyk, Vice-Chair
Brent Phetteplace, Secretary
Cheryl Reese, Treasurer
Jessica Cyr, Member
Daniel Roth, Member
Edward Watt, Member

STAFF MEMBERS PRESENT:

Kenneth F. Rose, Chief Executive Officer
Sheila Snell, Chief Financial Officer
Vincenzo Nicosia, Director of Program Dev.
Andrew Santillo, Staff Assistant
Stephanie Battisti, Economic Dev. Specialist
Shannon Wagner, Agency Counsel

MEMBERS ABSENT:

OTHERS PRESENT:

Peter Vroman, County Executive

I. Call to Order

The meeting was called to order by Chairman Beck at 3:35 p.m.

II. Minutes

A motion was made by Brent Phetteplace, seconded by Edward Watt, to approve the meeting minutes from the IDA regular meeting of December 12, 2024. All members present voted in favor.

III. Communications

There were no communications.

IV. Public Comments

There was no public comment.

V. Chair's Report

There was no Chair's Report.

VI. Director's Report

Mr. Ken Rose let the board know the resolution for the revolving loan fund approval for the childcare expansion will be before the legislature this month.

Mr. Rose updated the board on the Log City One, LLC. Project that initial Lease/leaseback documents have been distributed to the Company for their review.

Mr. Rose updated the board on the NYSDOT easement progress and stated that it is progressing through the State's process.

Mr. Rose updated the board on the call staff had with NBT regarding the parking lot ownership and that they are going to discuss whether or not they want to lease or purchase the parking lot after the existing agreement terminates.

VII. Financial Report

A. Financial Report

Ms. Sheila Snell stated that the financial transaction report is included in the Agency Board member's packets for December, there was nothing unusual to report. Ms. Snell mentioned auditors will be coming in February and she will have all of that information for the March meeting

A motion by Matthew Beck, seconded by Mark Kowalczyk was made to approve all transactions. All members present voted in favor.

B. Revolving Loan Fund Report

Ms. Snell said that the Revolving Loan Fund is included in the Agency Board members' packets and that there was nothing outstanding and everything was up to date.

VIII. Marketing & Tourism Report

Mr. Vincenzo Nicosia said we are still going forward with the Small Business of the Month. He went out to Kelly Imperial Lanes to give them their award and will be making his way out to the Bridge Street Diner to give them theirs. Mr. Nicosia asked the board if they had any recommendations for January and going forward to let Mr. Nicosia know. Mr. Nicosia mentioned they are going to start doing small business videos as they go out to them to present the awards. A few board members suggested a couple of businesses to Mr. Nicosia.

Mr. Nicosia informed the board that staff is getting ready to market the remaining 19 acres on the Exit 29 Redevelopment site. Mr. Santillo informed the board that they are going through the Exit 29 Redevelopment website updating pictures and videos to show the status of the site.

For Tourism, Vincenzo Nicosia, Morgan McCleary, and Stephanie Battisti all went out and met with Canajoharie, Fort Plain and St. Johnsville about putting kiosks in their tourism booths. There will also be one placed in Fonda once a building is purchased. Mr. Nicosia explained a bit about what the kiosks will have. Cheryl Reese asked Mr. Nicosia if the tourism staff could go out and look at the Town of St. Johnsville bike path gazebo as there is room there to put updated flyers or other information for the bikers/visitors. Mr. Nicosia explained that the tourism group purchased updated bike racks to put around the bike path throughout the county.

IX. Unfinished Business

A. NYSDOT Easements Resolution

Mr. Rose explained resolution 25-02 to the board in that the final appropriations maps attached to the Resolution have been approved by DOT and therefore the IDA can move forward with the resolution.

The following resolution was offered by Cheryl Reese, seconded by Edward Watt, to wit:

RESOLUTION AUTHORIZING EASEMENTS TO NYSDOT-FLORIDA PARK
EXTENSION.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Cheryl Reese	VOTING	YES
Matthew Beck	VOTING	YES
Mark Kowalczyk	VOTING	YES
Brent Phetteplace	VOTING	YES
Edward Watt	VOTING	YES
Jessica Cyr	VOTING	YES
Daniel Roth	VOTING	YES

The foregoing Resolution No. 25-02 was thereupon declared duly adopted

X. New Business

A. Annual Board of Directors Evaluation

Chairman Beck states that the Annual Board of Directors evaluations will be sent out and they will need to be filled out by each member and returned to go over in the February or March meeting.

B. Financial and Gift Disclosure Forms

Chairman Beck stated that the financial and gift disclosures were sent out and need to be done as soon as possible as these are a part of the annual process.

C. County Administrative Services

Mr. Ken Rose states that this is an annual resolution that is done as an agreement between the IDA and Montgomery County, with regards to administrative services. This agreement outlines that the IDA will compensate the county for utilizing offices and staff services.

The following resolution was offered by Edward Watt, seconded by Matthew Beck, to wit:

RESOLUTION AUTHORIZING MONTGOMERY COUNTY INDUSTRIAL
DEVELOPMENT AGENCY CHAIRMAN TO SIGN AND ENTER INTO CONTRACT
FOR ADMINISTRATIVE AND STAFF SUPPORT SERVICES

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Edward Watt	VOTING	YES
Matthew Beck	VOTING	YES
Mark Kowalczyk	VOTING	YES
Cheryl Reese	VOTING	YES
Brent Phetteplace	VOTING	YES
Jessica Cyr	VOTING	YES
Daniel Roth	VOTING	YES

The foregoing Resolution No. 25-03 was thereupon declared duly adopted

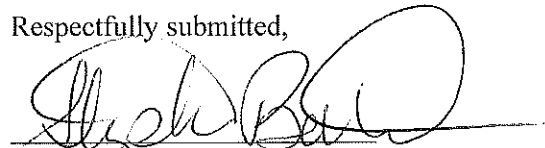
Chairman Beck wanted to mention to the board that it was nice to have the new Montgomery County Executive Peter Vroman at the meeting for the first time. Peter thanked everyone for all they do.

Mr. Ken Rose and Chairman Beck informed the board there may be a project coming up this month and if it does, they will be in contact with the board right away.

IX. Adjournment

A motion was made by Edward Watt, seconded by Matthew Beck, to adjourn the meeting at 3:56p.m. All members present voted in favor.

Respectfully submitted,



Stephanie Battisti

Economic Development Specialist

Attachments: Resolution No. 25-02, 25-03