

**Montgomery County Industrial Development Agency Meeting**  
**February 13, 2025**  
**Meeting Minutes**

**MEMBERS PRESENT:**

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  
Christopher C. Canada, Agency Counsel

**MEMBERS ABSENT:**

Matthew Beck, Chair

**OTHERS PRESENT:**

Peter Vroman, County Executive

**I. Call to Order**

The meeting was called to order by Vice Chair Kowalczyk at 3:32 p.m.

**II. Minutes**

A motion was made by Edward Watt, seconded by Brent Phetteplace, to approve the meeting minutes from the Governance Committee meeting of January 9, 2025. All members present voted in favor.

A motion was made by Cheryl Reese, seconded by Edward Watt, to approve the meeting minutes from the Organizational meeting of January 9, 2025. All members present voted in favor.

A motion was made by Brent Phetteplace, seconded by Edward Watt, to approve the meeting minutes from the IDA regular meeting of January 9, 2025. All members present voted in favor.

**III. Communications**

There were no communications.

**IV. Public Comments**

There was no public comment.

**V. Chair's Report**

Vice Chair Kowalczyk just wanted to highlight and thank everyone for all the things the IDA has done over the last month with the Childcare Expansion Grant. Mr. Kowalczyk also mentioned upcoming

county projects with Amazon, Exit 29 9 Redevelopment Site site, and then the latest announcement from Empire State Development regarding the on-ramp program.

## **VI. Director's Report**

Mr. Ken Rose wanted to remind all board members to get their financial and gift disclosure forms over to Vincenzo. He also reiterated that the board needs to submit their annual board evaluations before next month's Governance Committee meeting.

Mr. Ken Rose gave an update on the Amazon project.

Mr. Ken Rose talked about getting the Childcare Expansion grant.

## **VII. Financial Report**

### **A. Revolving Loan Fund Report**

No financial report this month, the auditors are coming tomorrow, and we hope to have that report to present at the March meeting.

Ms. Snell went over the Revolving Loan fund report with the board and there was nothing out of the ordinary to report.

## **VIII. Marketing & Tourism Report**

Mr. Vincenzo Nicosia talked about marketing with social media and recent posts. He also discussed the Mohawk Empowers grant with Wonderschool which will be trying to identify daycare providers. In addition marketing for the Exit 29 redevelopment project site will start ramping up in the next couple of months.

Tourism will be doing an Erie Canal video.

Small Business of the Month will be Cookies from Brooklyn this month and Cheryl Reese and Brent Phetteplace mentioned a couple of other businesses for the upcoming months.

Staff along with the County Executive Pete Vroman will be doing some outreach with various municipalities throughout the county to see what their needs are with CFA grants coming up soon.

Mr. Vincenzo is looking at setting up a boots to business seminar class when available.

Vice Chair Kowalczyk asked to go into Executive Session to discuss a proposed acquisition/sale of property which if publicly known could effect the market value thereof.

A motion was made by Edward Watt, seconded by Cheryl Reese to go into Executive Session at 3:43 p.m. to discuss a proposed acquisition sale. All members present voted in favor.

Motion was made by Edward Watt, seconded by Daniel Roth to adjourn Executive Session at 4:50 p.m. All members present voted in favor. No action was taken in the Executive Session.

**IX. Unfinished Business**

No unfinished business

**X. New Business**

**A. Appraisal Services**

The following resolution was offered by Cheryl Reese, seconded by Daniel Roth, to wit:

RESOLUTION AUTHORIZING ADDITIONAL MONETARY ALLOCATION  
FOR EXISTING RETAINER AGREEMENT FOR PROFESSIONAL APPRAISAL  
OF REAL PROPERTY

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	ABSENT
Mark Kowalczyk	VOTING	YES
Brent Phetteplace	VOTING	YES
Edward Watt	VOTING	YES
Jessica Cyr	VOTING	YES
Daniel Roth	VOTING	YES

The foregoing Resolution No. 25-04 was thereupon declared duly adopted

**B. Broker Services**

The following resolution was offered by Edward Watt, seconded by Brent Phetteplace, to wit:

RESOLUTION AUTHORIZING THE ENTERING OF THE MONTGOMERY  
COUNTY INDUSTRIAL DEVELOPMENT AGENCY INTO AN AGREEMENT  
FOR PROFESSIONAL SERVICES-INDUSTRIAL SITE REDEVELOPMENT  
PROGRAM BROKERAGE 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	ABSENT
Mark Kowalczyk	VOTING	YES
Cheryl Reese	VOTING	YES
Brent Phetteplace	VOTING	YES
Jessica Cyr	VOTING	YES
Daniel Roth	VOTING	ABSTAIN

The foregoing Resolution No. 25-05 was thereupon declared duly adopted.

### C. Owner Representative Services

The following resolution was offered by Cheryl Reese, seconded by Jessica Cyr, to wit:

RESOLUTION AUTHORIZING THE MONTGOMERY COUNTY INDUSTRIAL DEVELOPMENT AGENCY TO ENTER INTO AN AGREEMENT FOR PROFESSIONAL INDUSTRIAL SITE REDEVELOPMENT PROGRAM PROJECT MANAGEMENT SERVICES

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

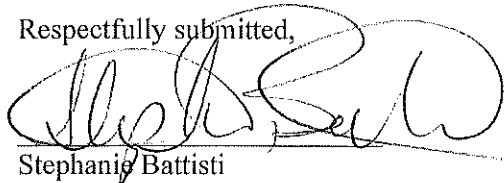
Cheryl Reese	VOTING	YES
Matthew Beck	VOTING	ABSENT
Mark Kowalczyk	VOTING	YES
Brent Phetteplace	VOTING	YES
Edward Watt	VOTING	YES
Jessica Cyr	VOTING	YES
Daniel Roth	VOTING	YES

The foregoing Resolution No. 25-06 was thereupon declared duly adopted

### IX. Adjournment

A motion was made by Edward Watt, seconded by Cheryl Reese, to adjourn the meeting at 4:55p.m. All members present voted in favor.

Respectfully submitted,



Stephanie Battisti

Economic Development Specialist

Attachments: Resolution No. 25-04, 25-05, 25-06

**RESOLUTION AUTHORIZING ADDITIONAL MONETARY ALLOCATION FOR EXISTING  
RETAINER AGREEMENT FOR PROFESSIONAL APPRAISAL OF REAL PROPERTY**

A meeting of Montgomery County Industrial Development Agency (the “Agency”) was convened in public session at the offices of the Montgomery County Industrial Development Agency located at the 113 Park Drive, Fultonville, New York on February 13, 2025.

The meeting was called to order by the Vice-Chairperson Kowalczyk at 3:32 P.M. and, upon roll being called, the following members of the Agency were:

**PRESENT:**

Mark Kowalczyk	Vice-Chairperson
Cheryl Reese	Treasurer
Brent Phetteplace	Secretary
Jessica Cyr	Member
Daniel Roth	Member
Edward Watt	Member

**ABSENT:**

Matthew Beck	Chairperson
--------------	-------------

**THE FOLLOWING PERSONS WERE ALSO PRESENT:**

Kenneth F. Rose	Chief Executive Officer
Sheila Snell	Chief Financial Officer
Vincenzo Nicosia	Director of Program Development
Andrew Santillo	Staff Assistant
Stephanie Battisti	Economic Dev. Specialist
Christopher Canada, Esq.	Agency Counsel
Peter Vroman	County Executive

The following resolution was offered by Cheryl Reese, seconded by Daniel Roth to wit:

**Resolution No. 25-04**

**RESOLUTION AUTHORIZING ADDITIONAL MONETARY ALLOCATION FOR EXISTING  
RETAINER AGREEMENT FOR PROFESSIONAL APPRAISAL OF REAL PROPERTY**

WHEREAS, Montgomery County Industrial Development Agency (the “Agency”) is authorized and empowered by the provisions of chapter 1030 of Laws of 1969 of New York, constituting Title 1 of Article 18-A of the General Municipal law, Chapter 24 of the Consolidated Laws of New York, as amended (the “Enabling Act”) and Chapter 666 of the 1970 Laws of New York, as amended, constituting Section 895-d of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the “Act”) to promote, develop, encourage and assist in the acquiring, constructing,

reconstructing, improving, maintaining, equipping and furnished of industrial, manufacturing, warehouse, commercial, research, recreation and civic facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, the Public Authority Accountability Act requires that any Public Authority conduct an appraisal by an independent appraiser prior to the acquisition and disposition of real property,

WHEREAS, the Agency per Resolution Numbers 11-26, 19-20 and 22-15 entered into a retainer agreement with Conti Appraisal and Consulting, LLC for the purposes of conducting appraisals on an as needed basis with the original budgeted amount not to exceed \$10,000 and an amended amount not to exceed \$30,000,

RESOLVED, the Agency hereby authorizes an additional \$10,000 for the purposes of appraisals under the existing retainer agreement with Conti Appraisal and Consulting, LLC., and

FURTHER RESOLVED, The officers, employees and agents of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required or provided to carry out the terms of this Resolution, and to execute and deliver any additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing Resolution and to cause compliance by the Agency with all of the terms, covenants and provisions of this Resolutions, and

FURTHER RESOLVED, Any action heretofore taken by the Agency, its officers or its staff in carrying out the matters contemplated by this Resolution is hereby ratified, confirmed and approved, and

FURTHER RESOLVED, this Resolution shall take effect immediately.

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

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

The foregoing Resolution No. 25-04 was thereupon declared duly adopted.

STATE OF NEW YORK                    )  
  ) SS.:  
COUNTY OF MONTGOMERY         )

I, the undersigned (Assistant) Secretary of Montgomery County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Agency, including the resolution contained therein, held on February 13, 2025, with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

\_\_\_\_\_  
(Assistant) Secretary

**RESOLUTION AUTHORIZING THE ENTERING OF THE MONTGOMERY COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY INTO AN AGREEMENT FOR PROFESSIONAL  
SERVICES-INDUSTRIAL SITE REDEVELOPMENT PROGRAM BROKERAGE SERVICES**

A meeting of Montgomery County Industrial Development Agency (the “Agency”) was convened in public session at the offices of the Montgomery County Industrial Development Agency located at the 113 Park Drive, Fultonville, New York on February 13, 2025.

The meeting was called to order by Vice-Chairperson Kowalczyk at 3:32 P.M. and, upon roll being called, the following members of the Agency were:

**PRESENT:**

Mark Kowalczyk	Vice-Chairperson
Cheryl Reese	Treasurer
Brent Phetteplace	Secretary
Jessica Cyr	Member
Daniel Roth	Member
Edward Watt	Member

**ABSENT:**

Matthew Beck	Chairperson
--------------	-------------

**THE FOLLOWING PERSONS WERE ALSO PRESENT:**

Kenneth F. Rose	Chief Executive Officer
Sheila Snell	Chief Financial Officer
Vincenzo Nicosia	Director of Program Development
Andrew Santillo	Staff Assistant
Stephanie Battisti	Economic Dev. Specialist
Christopher Canada, Esq.	Agency Counsel
Peter Vroman	County Executive

The following resolution was offered by Edward Watt seconded by Brent Phetteplace to wit:

Resolution No. 25-05

**RESOLUTION AUTHORIZING THE MONTGOMERY COUNTY INDUSTRIAL DEVELOPMENT  
AGENCY TO ENTER INTO AN AGREEMENT FOR PROFESSIONAL INDUSTRIAL SITE  
REDEVELOPMENT PROGRAM BROKERAGE SERVICES**

WHEREAS, Montgomery County Industrial Development Agency (the “Agency”) is authorized and empowered by the provisions of chapter 1030 of Laws of 1969 of New York, constituting Title 1 of Article 18-A of the General Municipal law, Chapter 24 of the Consolidated Laws of New York, as amended (the “Enabling Act”) and Chapter 666 of

the 1970 Laws of New York, as amended, constituting Section 895-d of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the “Act”) to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnished of industrial, manufacturing, warehouse, commercial, research, recreation and civic facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, the mission of the Agency is to assist in creating and maintaining jobs, thereby strengthening the economic base of the community as well as improving the quality of life of the residents of Montgomery County, New York (the “County”); and

WHEREAS, the Agency, in support of its underlying mission, established the Industrial Site Redevelopment Program through Resolution 15-15; and

WHEREAS, a strong focus of the program to date has been on the Exit 29 Redevelopment project at the former Beech Nut Nutrition Facility; and

WHEREAS, pursuant to the authorization contained in Resolution 24-15, the Agency, among other things, entered into an assignment and assumption of purchase and sale agreement dated as of December 1, 2024 (the “Assignment Agreement”) by and between the Agency and 102 Church Street LLC (the “Assignor”), with acknowledgement by the County, pursuant to which the Agency is expected to purchase certain real property (the “Project Site”) located on Church Street in the Town and Village of Canajoharie, Montgomery County, New York (formerly part of Tax Map No.: 63.14-1-9.1; currently Tax Map No.: 63.14-1-9.13) in connection with the Exit 29 Redevelopment Project; and

WHEREAS, in connection with the acquisition of the Project Site, the Agency deems it critical to engage with a qualified broker to provide professional services (the “Broker Services”) including marketing the Project Site for uses that will lead to long term economic benefits to the Village of Canajoharie and the County; and

WHEREAS, the Agency has adopted a Procurement Policy to guide the Agency in contracting for goods and services; and

WHEREAS, the Agency has reviewed the Broker Services in connection with the Procurement Policy of the Agency; and

WHEREAS, pursuant to Section 504(A) of the Procurement Policy, the Agency is authorized, in the sole discretion of the members of the Agency, to determine that the solicitation of alternative proposals or quotations would not be in the best interest of the Agency when the Agency is procuring professional services; and

WHEREAS, based on a review of the Broker Services, the Agency desires to make special findings determining (a) that the Broker Services are classified as a professional service which is eligible for exemption from the competitive bidding requirements under the Procurement Policy and the Act, and (b) that a request for proposals ("RFP") is not required to procure the Broker Services; and

WHEREAS, subject to the special findings outlined in this resolution, the Agency desires to authorize the Chairperson, Vice Chairperson, or Chief Executive Officer of the Agency to execute and deliver an exclusive authorization to sell/lease/exchange the Project Site and other required documents (the "Broker Services Documents") with Pyramid Brokerage Company of Albany, Inc. (the "Broker") for the provision of the Broker Services;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF MONTGOMERY COUNTY INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Agency hereby finds and determines that the provision of the Broker Services requires special and technical skill, training or expertise, and therefore constitutes a professional service pursuant to Section 504(A) of the Procurement Policy, based on the following factors:

- (A) Provision of the Broker Services requires special training, education, and is subject to State licensing and testing requirements; and
- (B) Provision of the Broker Services requires a professional relationship between the Agency and the Broker; and
- (C) Provision of Broker Services from a broker are generally understood as constituting professional services.

Section 2. Based on the determinations made in Section 1 hereof, the Agency hereby further finds and determines that the Broker Services constitute professional services pursuant to Section 504(A) of the Procurement Policy and the Act and, therefore, are eligible for an exemption from both the competitive bidding and RFP requirements, and, therefore determines to enter into the Broker Services Documents with the Broker for the purposes of providing the Broker Services.

Section 3. The Agency hereby authorizes and directs the Chairperson, Vice Chairperson, and/or Chief Executive Officer of the Agency to execute and deliver Broker Services Documents with the Broker, and any related documents required for the provision of the Broker Services.

Section 4. All action taken by the Chairperson, Vice Chairperson, Chief Executive Officer and/or Staff of the Agency with respect to the solicitation of the Broker Services is hereby ratified and confirmed.

Section 5. The Chairperson, Vice Chairperson and/or Chief Executive Officer of the Agency is hereby authorized to execute and deliver the Broker Services Documents, and, where appropriate, the Secretary of the Agency is hereby authorized to affix the seal of the Agency thereto and to attest the same, all in substantially the form thereof presented to the members of the Agency, with such changes, variations, omissions and insertions as the Chairperson, Vice Chairperson and/or Chief Executive Officer of the Agency shall approve, the execution thereof by the Chairperson, Vice Chairperson and/or Chief Executive Officer of the Agency to constitute conclusive evidence of such approval.

Section 6. The officers, employees and agents of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required or provided for by the provisions of the Broker Services Documents, and to execute and deliver all such additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolution and to cause compliance by the Agency with all of the terms, covenants and provisions of the Broker Services Documents binding upon the Agency.

Section 7. This resolution shall take effect immediately.

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

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

The foregoing Resolution No. 25-05 was thereupon declared duly adopted.

STATE OF NEW YORK                    )  
  ) SS.:  
COUNTY OF MONTGOMERY         )

I, the undersigned (Assistant) Secretary of Montgomery County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Agency, including the resolution contained therein, held on February 13, 2025, with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

\_\_\_\_\_  
(Assistant) Secretary

**RESOLUTION AUTHORIZING THE ENTERING OF THE MONTGOMERY COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY INTO AN AGREEMENT FOR PROFESSIONAL  
SERVICES-INDUSTRIAL SITE REDEVELOPMENT PROGRAM PROJECT MANAGEMENT  
SERIVCES**

A meeting of Montgomery County Industrial Development Agency (the “Agency”) was convened in public session at the offices of the Montgomery County Industrial Development Agency located at the 113 Park Drive, Fultonville, New York on February 13, 2025.

The meeting was called to order by Vice-Chairperson Kowalczyk at 3:32 P.M. and, upon roll being called, the following members of the Agency were:

**PRESENT:**

Mark Kowalczyk	Vice-Chairperson
Cheryl Reese	Treasurer
Brent Phetteplace	Secretary
Jessica Cyr	Member
Daniel Roth	Member
Edward Watt	Member

**ABSENT:**

Matthew Beck	Chairperson
--------------	-------------

**THE FOLLOWING PERSONS WERE ALSO PRESENT:**

Kenneth F. Rose	Chief Executive Officer
Sheila Snell	Chief Financial Officer
Vincenzo Nicosia	Director of Program Development
Andrew Santillo	Staff Assistant
Stephanie Battisti	Economic Dev. Specialist
Christopher Canada, Esq.	Agency Counsel
Peter Vroman	County Executive

The following resolution was offered by Cheryl Reese seconded by Jessica Cyr to wit:

Resolution No. 25-06

**RESOLUTION AUTHORIZING THE MONTGOMERY COUNTY INDUSTRIAL DEVELOPMENT  
AGENCY TO ENTER INTO AN AGREEMENT FOR PROFESSIONAL INDUSTRIAL SITE  
REDEVELOPMENT PROGRAM PROJECT MANAGEMENT SERVICES**

WHEREAS, Montgomery County Industrial Development Agency (the “Agency”) is authorized and empowered by the provisions of chapter 1030 of Laws of 1969 of New York, constituting Title 1 of Article 18-A of the General Municipal law, Chapter 24 of the Consolidated Laws of New York, as amended (the “Enabling Act”) and Chapter 666 of

the 1970 Laws of New York, as amended, constituting Section 895-d of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnished of industrial, manufacturing, warehouse, commercial, research, recreation and civic facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, the mission of the Agency is to assist in creating and maintaining jobs, thereby strengthening the economic base of the community as well as improving the quality of life of the residents of Montgomery County, New York (the "County"); and

WHEREAS, the Agency, in support of its underlying mission, established the Industrial Site Redevelopment Program through Resolution 15-15; and

WHEREAS, a strong focus of the program to date has been on the Exit 29 Redevelopment project at the former Beech Nut Nutrition Facility; and

WHEREAS, pursuant to the authorization contained in Resolution 24-15, the Agency, among other things, entered into an assignment and assumption of purchase and sale agreement dated as of December 1, 2024 (the "Assignment Agreement") by and between the Agency and 102 Church Street LLC (the "Assignor"), with acknowledgement by the County, pursuant to which the Agency is expected to purchase certain real property (the "Project Site") located on Church Street in the Town and Village of Canajoharie, Montgomery County, New York (formerly part of Tax Map No.: 63.14-1-9.1; currently Tax Map No.: 63.14-1-9.13) in connection with the Exit 29 Redevelopment Project; and

WHEREAS, in connection with the redevelopment of the Project Site, the Agency deems it critical to engage with a certified project management professional to provide professional services (the "Certified Project Management Services") including lead response assistance, preparing redevelopment budgets and other cost estimates, and preparing and reviewing a master plan for the redevelopment of the Project Site which will identify uses expected to lead to long term economic benefits to the Village of Canajoharie and the County; and

WHEREAS, the Agency has adopted a Procurement Policy to guide the Agency in contracting for goods and services; and

WHEREAS, the Agency has reviewed the Certified Project Management Services in connection with the Procurement Policy of the Agency; and

WHEREAS, pursuant to Section 504(A) of the Procurement Policy, the Agency is authorized, in the sole discretion of the members of the Agency, to determine that the

solicitation of alternative proposals or quotations would not be in the best interest of the Agency when the Agency is procuring professional services; and

WHEREAS, based on a review of the Certified Project Management Services, the Agency desires to make special findings determining (a) that the Retainer Agreement for Certified Project Management Services are classified as a professional service which is eligible for exemption from the competitive bidding requirements under the Procurement Policy and the Act, and (b) that a request for proposals ("RFP") is not required to procure the Certified Project Management Services; and

WHEREAS, subject to the special findings outlined in this resolution, the Agency desires to authorize the Chairperson, Vice Chairperson, or Chief Executive Officer of the Agency to execute and deliver an a retainer agreement and other required documents (the "Project Management Services Documents") with GRG Construction Services, LLC. Of New Hartford (the "Manager") for the provision of the Certified Project Management Services;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF MONTGOMERY COUNTY INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Agency hereby finds and determines that the provision of the Certified Project Management Services requires special and technical skill, training or expertise, and therefore constitutes a professional service pursuant to Section 504(A) of the Procurement Policy, based on the following factors:

- (A) Provision of the Certified Project Management Services requires special training, education, and skill; and
- (B) The accountability, reliability, responsibility, skill, and reputation of a proposed project manager can be better identified and analyzed by the Agency outside of a competitive procurement process; and
- (C) Provision of the Certified Project Management Services requires a professional relationship between the Agency and the Manager; and
- (D) Provision of Certified Project Management Services are generally understood as constituting professional services.

Section 2. Based on the determinations made in Section 1 hereof, the Agency hereby further finds and determines that the Certified Project Management Services constitute professional services pursuant to Section 504(A) of the Procurement Policy and the Act and, therefore, are eligible for an exemption from both the competitive bidding and RFP requirements, and, therefore determines to enter into the Project Management Services Documents with the Manager for the purposes of providing the Certified Project Management Services.

Section 3. The Agency hereby authorizes and directs the Chairperson, Vice Chairperson, and/or Chief Executive Officer of the Agency to execute and deliver Project Management Services Documents with the Manager, and any related documents required for the provision of the Certified Project Management Services.

Section 4. All action taken by the Chairperson, Vice Chairperson, Chief Executive Officer and/or Staff of the Agency with respect to the solicitation of the Certified Project Management Services is hereby ratified and confirmed.

Section 5. The Chairperson, Vice Chairperson and/or Chief Executive Officer of the Agency is hereby authorized to execute and deliver the Project Management Services Documents, and, where appropriate, the Secretary of the Agency is hereby authorized to affix the seal of the Agency thereto and to attest the same, all in substantially the form thereof presented to the members of the Agency, with such changes, variations, omissions and insertions as the Chairperson, Vice Chairperson and/or Chief Executive Officer of the Agency shall approve, the execution thereof by the Chairperson, Vice Chairperson and/or Chief Executive Officer of the Agency to constitute conclusive evidence of such approval.

Section 6. The officers, employees and agents of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required or provided for by the provisions of the Project Management Services Documents, and to execute and deliver all such additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolution and to cause compliance by the Agency with all of the terms, covenants and provisions of the Project Management Services Documents binding upon the Agency.

Section 7. This resolution shall take effect immediately.

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

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

The foregoing Resolution No. 25-06 was thereupon declared duly adopted.

STATE OF NEW YORK                    )  
  ) SS.:  
COUNTY OF MONTGOMERY         )

I, the undersigned (Assistant) Secretary of Montgomery County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Agency, including the resolution contained therein, held on February 13, 2025, with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

\_\_\_\_\_  
(Assistant) Secretary