Montgomery County Industrial Development Agency Meeting
June 12, 2025
Meeting Minutes

MEMBERS PRESENT:
Brent Phetteplace, Secretary
Cheryl Reese, Treasurer
Jessica Cyr, Member
Edward Watt, Member
Daniel Roth, Member

STAFF MEMBERS PRESENT:
Kenneth F. Rose, Chief Executive Officer
Sheila Snell, Chief Financial Officer
Andrew Santillo, Staff Assistant
Stephanie Battisti, Economic Dev. Specialist
Vincenzo Nicosia, Director of Program Dev.
Christopher C. Canada, Agency Counsel

MEMBERS ABSENT:
Matthew Beck, Chair
Mark Kowalczyk, Vice-Chair

OTHERS PRESENT:
Hanna Taylor – Mane Maven Beauty Salon
Jeff D'Amore – Pyramid Brokerage
Patrick Davis – 3D Development
Chris Davis – 3D Development
Jack Kelley – Enterprise New York
Peter Bruckell – PEMM LLC.

I. Call to Order

The meeting was called to order by Secretary Brent Phetteplace at 3:31 p.m.

Motion was made by Daniel Roth, second by Jessica Cyr to elect Cheryl Reese as Chair for this meeting in the absence of the Chair, Vice Chair, and Secretary being ill. All members present voted in favor.

II. Minutes

A motion was made by Edward Watt, seconded by Brent Phetteplace, to approve the meeting minutes from the IDA regular meeting of April 24, 2025. All members present voted in favor.

III. Communications

There was no communication.

IV. Public Comments

There was no public comment.

V. Chair's Report

There was no Chair's report.

VI. Director's Report

There is no director's report.

VII. Financial Report

A. Financial Transactions

Ms. Sheila Snell stated that the financial transaction reports are included in the Agency Board member's packet for May with nothing unusual to report.

A motion was made by Cheryl Reese, second by Daniel Roth to approve the financial 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 member's packet, nothing unusual to report. Mentioned #5, just wanting for his loan closing to be paid in full.

VIII. Marketing & Tourism Report

Vincenzo Nicosia announced business of the month for June is Second Act Spirits and Countryside Truss in July. Second Act Sprits is hosting a media event next Thursday to announce and celebrate the Capital Craft Beverage Trail expansion into Montgomery, Fulton, and Schoharie Counties.

On-going marketing and other ads from Camoin have been going out for the Exit 29 site. Andrew Santillo added they have been doing marketing on LinkedIn and Instagram.

This week we revealed the new kiosks tourism purchased for St. Johnsville, Fort Plain, Canajoharie and Fonda. We did a ribbon cutting for the new kiosks in Fort Plain. We will be putting new bike racks out throughout the county and a few bike repair stations to put out.

A motion was made by Edward Watt, seconded by Jessica Cyr, to enter into an executive session to discuss a company's financials at 3:36pm

A motion was made by Edward Watt, seconded by Brent Phetteplace to adjourn executive session at 3:44pm. All members present were in favor. No action was taken in the executive session

IX. Unfinished Business

None

X. New Business

A. Revolving Loan Fund Application

The following resolution was offered by Edward Watt, seconded by Jessica Cyr, to wit:

RESOLUTION RECOMMENDING REVOLVING LOAN TO MANE MAVEN BEAUTY SALON

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	ABSENT
Brent Phetteplace	VOTING	YES
Cheryl Reese	VOTING	YES
Jessica Cyr	VOTING	YES
Daniel Roth	VOTING	YES

The foregoing Resolution No. 25-11 was thereupon declared duly adopted

B. Florida Business Park Extension Engineering

Mr. Rose informed the board that on-going work with projects such as Dollar General and Winn Construction in the Florida Park Extension has necessitated additional engineering work associated with those developments.

The following resolution was offered by Jessica Cyr, seconded by Brent Phetteplace, to wit:

RESOLUTION AMENDING ENGINEERING SERVICES
CONTRACT EWA #3- KB ENGINEERING & ARCHITECTURE,
P.C.-FLORIDA PARK EXTENSION NORTH

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

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

The foregoing Resolution No. 25-12 was thereupon declared duly adopted

A motion was made by Edward Watt, seconded by Jessica Cyr, to enter into an executive session to discuss a company's financials at 3:47pm

A motion was made by Edward Watt, seconded by Daniel Roth to adjourn executive session at 4:51pm. All members present were in favor. No action was taken in the executive session

IX. Adjournment

A motion was made by Edward Watt, seconded by Jessica Cyr, to adjourn the meeting at 4:51p.m. All members present were in favor.

Respectfully submitted,

Stephanie Battisti
Economic Development Specialist
Attachments: Resolution No. 25-11, 25-12

RESOLUTION RECOMMENDING REVOLVING LOAN TO MANE MAVEN BEAUTY SALON

A regular meeting of Montgomery County Industrial Development Agency (the "Agency") was convened in public session at the office of the Agency located at the Montgomery County Business Development Center located at 113 Park Drive, Fultonville, New York on June 12, 2025 at 3:31 p.m., local time.

The meeting was called to order by the (Vice) Chairperson and, upon roll being called, the following members of the Agency were:

PRESENT:

Brent Phetteplace	Secretary/Assistant Treasurer
Cheryl Reese	Treasurer/Assistant Secretary
Jessica Cyr	Member
Daniel Roth	Member
Edward Watt	Member

ABSENT:

Matthew Beck	Chairperson
Mark Kowalczyk	Vice Chairperson

THE FOLLOWING PERSONS WERE ALSO PRESENT:

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

The following resolution was offered by Edward Watt, seconded by Jessica Cyr, to wit:

Resolution No. 25-11

RESOLUTION RECOMMENDING REVOLVING LOAN FUND APPROVAL FOR MANE MAVEN BEAUTY SALON

WHEREAS, the Agency is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws 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 furnishing of industrial, warehousing, commercial, research and manufacturing 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, Montgomery County administers an Economic Development Program for the purpose of creating and retaining jobs, and

WHEREAS, the Montgomery County Industrial Development Agency (MCIDA) has been approached by Mane Maven Beauty Salon for a loan request of $129,900.00 at an interest rate of 4.5% for twenty (20) years for the purpose of purchasing real estate at 8 East Main Street, St. Johnsville, NY, and

WHEREAS, said applicant has agreed to create three (3) FTE jobs in conjunction with receiving the loan, and

WHEREAS, the Montgomery County Industrial Development Agency has reviewed the business loan application from Mane Maven Beauty Salon.

RESOLVED, that the Montgomery County Industrial Development Agency hereby recommends approval of the loan to Mane Maven Beauty Salon in a principal amount not to exceed $129,900.00, 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

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

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

The foregoing resolution 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 extract of the minutes of the meeting of the members of the Agency, including the resolution contained therein, held on June 12, 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 set forth 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 duly 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 8-14-, 2025.

BY: [signature]
(Assistant) Secretary

(SEAL)

RESOLUTION AMENDING ENGINEERING SERVICES CONTRACT EWA #3- KB ENGINEERING & ARCHITECTURE, P.C.-FLORIDA PARK EXTENSION NORTH

A regular meeting of Montgomery County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at the Montgomery County Business Development Center located at 113 Park Drive, Fultonville, New York on June 12, 2025 at 3:31 p.m. o'clock p.m., local time.

The meeting was called to order by the (Vice) Chair and, upon roll being called, the following members of the Agency were:

PRESENT:

Brent Phetteplace	Secretary
Cheryl Reese	Treasurer
Jessica Cyr	Member
Daniel Roth	Member
Edward Watt	Member

ABSENT:

Matthew Beck	Chair
Mark Kowalczy	Vice-Chair

AGENCY STAFF PRESENT INCLUDED THE FOLLOWING:

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

OTHERS PRESENT:

The following resolution was offered by Jessica Cyr, seconded by Brent Phetteplace, to wit:

Resolution No. 25-12

RESOLUTION AMENDING ENGINEERING SERVICES CONTRACT EWA #3- KB ENGINEERING & ARCHITECTURE, P.C.-FLORIDA PARK EXTENSION NORTH

WHEREAS, the Agency is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws 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 furnishing of industrial, warehousing, commercial, research and manufacturing 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 Montgomery County Industrial Development Agency is in the process of the continued development an industrial park in the Town of Florida, and

WHEREAS, on-going environmental and permitting work continues regularly in the development of the remaining north side Florida Park Extension parcels, and

WHEREAS, per Resolution 17-22 the MCIDA entered into a contract with Prime AE Group of NY (now KB Engineering & Architecture, P.C.) in relation to the aforementioned work, and

RESOLVED, the Agency hereby approves a 3rd amendment to the contract with KB Engineering & Architecture, P.C. for an amount not to exceed $50,000 plus reimbursables, 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 on roll call, which resulted as follows:

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

The foregoing Resolution No. 25-12 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 extract of the minutes of the meeting of the members of the Agency, including the resolution contained therein, held on June 12, 2025, with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such resolution set forth 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 14th day of 2025 2025.

Brent Streett
(Assistant) Secretary

(SEAL)