

**Minutes of the
County of Clinton Industrial Development Agency
Governance Committee
December 12, 2022**

The meeting was called to order by Michael Zurlo, Chairperson, at 12:35 p.m. at the County of Clinton Industrial Development Agency (CCIDA) office located at 137 Margaret Street, Suite 208, Plattsburgh, New York.

MEMBERS PRESENT: Michael Zurlo, Chairperson
John VanNatten, Vice Chairperson
David Hoover, Member

STAFF PRESENT: Christopher Canada, Esq., Agency Counsel
Mark Leta, CCIDA Member
Keith Defayette, CCIDA Member
Joey Trombley, CCIDA Member
Molly Ryan, Executive Director
Toni Moffat, Executive Assistant

EXCUSED: Trent Trahan, CCIDA Member

M. Zurlo waived the reading of the notice of the meeting published in the *Press Republican* on December 16, 2021.

Reading and Consideration of the Draft Minutes of the CCIDA Governance Committee Meetings of April 11, 2022 and May 9, 2022

M. Zurlo waived the reading of the minutes of the April 11, 2022 and May 9, 2022 Governance Committee meetings. He asked if there were any questions regarding the draft minutes and there were none.

On a motion by J. VanNatten, and seconded by D. Hoover, it was unanimously carried to approve the minutes of the April 11, 2022 and May 9, 2022 Governance Committee meeting as presented.

Public Comment

There was no public comment.

Old Business

Review and Recommend Approval of the 2022 Annual Reports

Staff reviewed the following:

- 2022 CCIDA Mission and Operations Statement
- 2022 CCIDA Operations and Accomplishments
- 2022 CCIDA Performance Measures Report
- 2022 CCIDA Procurement Report
- 2022 CCIDA Real Property Report
- 2022 CCIDA Investment Report

M. Zurlo reviewed highlights of the Operations and Accomplishments Report and stated that the CCIDA handled several projects in 2022, with CHPE being the largest, as well as a project for TDC NNY, Inc, and four solar projects including NY Mooers VI, NY Plattsburgh II, Northway Solar and Solar Power Network. Additionally, a resolution approving the remote access policy was adopted, the Administrative Services Contract with Clinton County was renewed, and agency memberships with the North Country Chamber of Commerce, North Country Alliance, and the New York State Economic Development Council were approved. The 2021 Audit was also completed and submitted.

M. Zurlo reviewed the funds deposited in the Saratoga National Bank as well as the IntraFi sweep account in 2022.

On a motion by D. Hoover, and seconded by J. VanNatten, it was unanimously approved to advance all documents to the Board for approval and posting to PARIS.

New Business

There was no new business to report.

There being no further business to discuss, J. VanNatten motioned to adjourn the meeting at 12:38 p.m., seconded by D. Hoover.


Michael Zurlo, Governance Committee Chairperson