



**Annual Meeting
Monday, September 9, 2019
12:00 p.m.**

Agenda

Call to Order: (Trent Trahan)

Roll Call:

Reading of the Notice of the Meeting: (Published in the *Press Republican* on December 22, 2018.)

Presentation: Richard Chun and Ryan Creel, Delaware River Solar – NY Plattsburgh I, LLC

Reading and Consideration of the Draft Meeting Minutes for: August 12, 2019 Regular Meeting

Public Comment:

Reports

1. **Treasurer's Report:** (K. Defayette)
Action Item: Approve Treasurer's Report

Old Business

1. Annual Review and Approval of Policies (R. McFarlin)
 - Access to Agency Records (FOIA) Policy
 - Assessment of Internal Controls Policy
 - Bylaws
 - Code of Ethics
 - Compensation Policy
 - Defense and Indemnification of Board Members Policy
 - Discretionary Funds Policy
 - Eligible Projects Policy
 - Fee Policy
 - Investment Policy
 - Lease Policy
 - Loan and Credit Policy (Prohibiting Extension of Credit to Board Members/Staff)
 - Local Labor Policy
 - Open Meetings Policy
 - Organizational Chart



- Procurement Policy
 - Real Property Acquisition Policy
 - Real Property Disposition Policy
 - Recapture Policy
 - Retaliatory Action (Whistleblower Protection) Policy
 - Time and Attendance Policy
 - Travel Policy
 - Uniform Tax Exemption Policy (UTEP)
2. Board Evaluations/Conflicts of Interest Statements
 3. Trustworthy, LLC
Action Items:
 - Approve SEQR Resolution #09-19-01
 - Approve Approving Resolution #09-19-02
 4. Delaware River Solar
Action Items:
 - Approve Public Hearing Resolution #09-19-03
 - Approve Confirming SEQR Determination Resolution #09-19-04
 5. Prime Plattsburgh, LLC
 - PILOT Deviation Update
 6. New Legislation Requiring the Livestreaming of IDA Meetings and Public Hearings
 7. Other Business as Required

Appointment of Chair Pro-tem

(T. Trahan)

Election of Officers and Staff:

(Chair Pro-tem)

Slate of Officers and Staff:

Trent Trahan – Chairperson
David Hoover – Vice Chairperson
Michael Zurlo – Secretary
Kim Murray – Assistant Secretary
Keith Defayette – Treasurer
George W. Cregg, Jr. Esq. – Special Counsel
Christopher C. Canada, Esq. – Special Counsel
Renee McFarlin – Executive Director

Turn Meeting Over to Newly Elected Chair

(Chair Pro-tem)



Committee Appointments:

(T. Trahan)

Audit Committee:

Keith Defayette - Chairperson
Mark Leta – Vice Chairperson
Trent Trahan - Member
Dave Hoover- Member
John VanNatten – Member

Finance Committee:

Keith Defayette - Chairperson
Kim Murray – Vice Chairperson
Trent Trahan - Member

Governance Committee:

Mike Zurlo – Chairperson
John VanNatten, Vice-Chairperson
Dave Hoover, Member

New Business

(R. McFarlin)

1. Approve Payment of Annual Membership Dues of \$207
2. Other Business as Required

Management Team Reports

(R. McFarlin)

1. Project Status Updates
2. Executive Director’s Report

Adjournment: