

**Minutes of the Meeting of the
County of Clinton Industrial Development Agency
February 13, 2017**

The meeting was called to order by T. Trahan, Chairperson, at 12:03 p.m., at the offices of the County of Clinton Industrial Development Agency, 190 Banker Road, Suite 500, Plattsburgh, N.Y.

Members Present: Trent Trahan, Chairperson
 David Hoover, Vice Chairperson
 Michael Zurlo, Secretary
 Kim Murray, Assistant Secretary
 Keith Defayette, Treasurer and CFO
 Mark Leta, Member

Excused: John VanNatten, Member

Others Present: Melissa McManus, Executive Director
 George Cregg, Esq., Agency Counsel via conference call
 Barbara Shute, Recording Secretary

T. Trahan declared that a *quorum* was present.

T. Trahan waived the reading of the notice of the meeting published in the *Press-Republican* on December 26, 2016.

Approval of the Minutes:

T. Trahan waived the reading of the minutes of the December 12, 2016 regular meeting. He asked if there were any questions or discussion regarding the draft minutes and there were none. On a motion by M. Zurlo, seconded by M. Leta, it was unanimously carried to approve the minutes of the December 12, 2016 regular meeting, as presented.

Public Comment: None

Treasurer's Report:

K. Defayette reviewed the Treasurer's Reports for December 2016 and January 2017. There were no questions or concerns from the board.

On a motion by K. Murray, seconded by D. Hoover, it was unanimously carried to approve the Treasurer's Reports as presented by K. Defayette.

M. McManus stated that she is working with staff to develop an action plan to ensure the solvency of the Agency and she plans to present that plan at the March meeting.

Committee Reports: None

Old Business: None

New Business:

1. Request to reschedule March meeting to accommodate completion of the audit process.

Staff are requesting to move the regularly scheduled March meeting from March 13th to March 27th. This will allow sufficient time for the financial audits to be completed and then reviewed by the members prior to board action to accept and approve on March 27th.

With no other discussion on a motion by M. Zurlo, seconded by D. Hoover, it was unanimously approved to move the March meeting to March 27, 2017 as discussed.

As discussed in December effective with the March meeting all future meetings will begin at 12 noon with each consecutive meeting to follow.

2. Other Business As Required: None

Management Team Reports

Project Monitoring

1. DHC/ARCP

Staff were able to determine a new contact for this project. The contact was able to provide the necessary information for 2014 and 2015, and the information for 2016 will be forthcoming. This project is now in compliance.

Project Status

1. Schluter Systems

Schluter Systems submitted a revised application, supporting documentation and several questions on 1/24/17. Staff, with the assistance of Agency Counsel, prepared a detailed written response in regard to the submission and questions and returned it to Schluter Systems legal counsel on 2/9/17. Schluter Systems is working on the final revised application. The project was made aware that, if they are requesting changes to the previously approved tax incentives, the Agency would need to hold a new public hearing and the members would need to vote to approve the revised benefits.

2. Bull Run

M. McManus informed the Board that she met with a project representative in January, and the project is continuing to progress.

Executive Directors Report

Financial Audits are in process. Staff have scheduled a meeting with the Clinton County Treasurer and Real Property offices to review IDA project properties and PILOTs.

Staff have been made aware of several potential projects. The first is Delaware River Solar, which has a project in the development stage in the Town of Mooers. The second is Cypress Creek Renewables which is in conversations with the Town of Ellenburg.

M. McManus participated in a meeting with members of The Development Corporation (TDC), the Town of Plattsburgh, the North Country Chamber and Clinton County to discuss an application for an Economic Development Association grant to assist with infrastructure development at the

former county airport. TDC is considering a new construction project which could potentially seek IDA assistance in the near term.

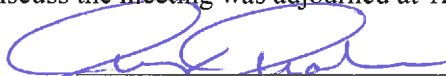
The IDA has also been contacted by a potential hotel developer for possible project assistance for new construction at the Plattsburgh International Airport.

SterRx recently signed a long-term national distribution contract which is expected to create an additional 30-50 jobs and a possible expansion of their current facility.

Staff will continue to monitor the projects and keep the members apprised of any updates.

Staff are participating in bi-weekly staff meetings in an effort to ensure that all organizational matters are in order.

With no further items to discuss the meeting was adjourned at 12:48 pm.



T. Trahan, Chairperson