The minutes of the **monthly meeting** of the Village of Green Island Industrial Development Agency meeting held on Wednesday, May 19, 2021 at 3:05 p.m. via Zoom.

Chairperson Rachel A. Perfetti called the meeting to order.

In attendance, via Zoom: Chairperson Perfetti, Treasurer Alix, Secretary Koniowka and Attorney Legnard.

Also, present: Sean E. Ward, IDA Chief Executive Officer, John McNulty, IDA Chief Financial Officer, Michele Bourgeois, IDA Assistant to the Chief Financial Officer and Anne M. Strizzi, IDA Recording Secretary.

Also, in attendance: Amanda Fitzgerald of Barclay Damon, LLP, IDA Special Counsel.

All present.

Chairperson Perfetti stated that the next item on our agenda is consideration of the minutes from March 17, 2021 meeting of the IDA.

On a motion by Treasurer Alix seconded by Secretary Koniowka and carried, to approve the minutes of the monthly meeting held on March 17, 2021. All ayes.

Chairperson Perfetti stated that the next item for consideration is the Audit of Claims from March 17, 2021 to present.

On a motion by Secretary Koniowka seconded by Treasurer Alix and carried, to approve the audit of claims for March 17, 2021 to present. All ayes.

Chairperson Perfetti stated that the next item was consideration of adopting the IDA salary reimbursement schedule for 2021-2022. Everyone has been provided a copy.

Sean wanted to state that the Village has authorized a 2% raise for everybody, so almost all of the IDA employees are also Village employees, so we are going to authorize a 2% for them as well and the board. Everyone has a copy of the schedule in front of them. Now, the only changes to that would be the salaries for Jack and I and he put a notation on the bottom. Jack is considering full-time retirement and cutting back on his overall hours. His IDA portion of his salary would decrease approximately $10,000.00 from $19,358.00 to $9,026.00. As you know, my retirement is semi-official as of May 30th, he will no longer be a Village employee and Rachel, the Mayor and others have decided to keep him on as an IDA employee part time. It looks like his salary would increase with this budget to $24,500.00 but he is going to be salary restricted and at the present time he would be restricted to just under $10,000.00 salary but the State is considering legislature to allow him to work up to $24,500.00, it would allow $50,000.00 but he also has the other position and that would bring it to $24,500.00 and that would be the max. At the present time, it would only be able to be $9,500.00 so it would not exceed and he did talk with Rachel and a few others about how we should do this for the budget and Rachel said to put the max in and we can always put more and not use it, so that may be the case.

Sean asked if there were any questions on salaries.

No questions.

On a motion by Treasurer Alix seconded by Secretary Koniowka and carried, to adopt salary reimbursement schedule for employees effective June 1, 2021as presented by Sean Ward, IDA CEO. All ayes.

Chairperson Perfetti stated that the next item is consideration of authorizing the Chairperson or the CEO to sign contract for appraisal of north end of former Ford Motor Company property for potential sale and development.

Sean stated that we went out with an RFP for development at the north end of the Ford Property and we did get one proposal from Luizzi and one step in the ABO process and our own disposition of land policy is that we either come up with a market value or we get an appraisal that both parties agree to. We decided that it would be in our best interest to get an appraisal that both parties agree to. Now, we both agreed on Bill Hafner of Hafner Valuation and they have done work for both us before and have done a great job. He wasn’t able to give us a proposal with the information he had and Sean sent him pages and pages, approximately 150 pages of documents yesterday of the Ford property and specifically their proposal and he is just going to be going through it and he will give us a proposal based on the information he has and with that being the case and so we don’t hold ourselves up. We would like to recommend that the Board authorize him as the CEO or Rachel as the Chair to sign an agreement with Hafner and if it is something that we can’t agree on then we will come back to you next month with someone else or it could be ratified next month either way. Does anyone have any objections to that or do you have any questions on that?

Chairperson Perfetti stated that everyone did receive information on it.

On a motion by Chairperson Perfetti seconded by Secretary Koniowka and carried, to authorize the Chairperson or the CEO to sign contract for appraisal of north end of former Ford Motor Company property for potential sale and development contingent upon Chairperson and CEO finding proposal acceptable and if so, the Board would ratify at the next meeting. Two ayes and Treasurer Alix abstained from vote.

Chairperson Perfetti stated that the next item is consideration of authorizing agreement with DA Collins for temporary, limited use of a portion of the former Ford Motor Company property.

Sean stated that we received a request from Rich Albin, the Project Manager of DA Collins and the story is that they are presently working on the GIPA portion, the land that GIPA leases from the IDA on the southern half of the Ford property and they have another project that they have been awarded and wanted to know if they could use a 100 ft. by 100 ft. space to just mobilize on this land. He told them they we would have to go through the formal process and they are going to be required to provide insurance and what they are looking to do is, they would construct a new electric powered gate for the front and anybody knows anything about the Ford property knows that that gate drives him crazy, it is always open and this would be an automatic electric gate and he feels it would be better security for the facility and they would do it in exchange for the use of the 100 ft. by 100 ft. piece of land. The only question that he just thought of is that we would want to get an end date on this. He doesn’t think it would be too long and feels it is a good proposal. They will provide insurance and the end result is that we are going to get a new powered gate out of it.

Chairperson Perfetti stated that information pertaining to this request was provided to all.

On a motion by Treasurer Alix seconded by Secretary Koniowka and carried, to authorize agreement with DA Collins for temporary, limited use of a portion of the former Ford Motor Company property of 100 ft. by 100 ft. lay down area in exchange for the replacement of GIPA/Hydro Power Gate contingent upon end date being provided and insurance certificate naming Village IDA as additional insured. All ayes.

Chairperson Perfetti stated that the next item is consideration of authorizing agreement with Barclay Damon, LLP as Counsel for potential development of Ford Motor Company property.

Sean stated that he forwarded to all a 20 page proposal from Barclay Damon, LLP and they have done the financing for the Starbuck Island Project and did a great job for us and for the developer. We are looking at a very similar project for the north end of the Ford property. We have not authorized that yet but this would be in anticipation of potential financing or other IDA related legal counsel needed for the north end project if it comes to fruition. He feels that they gave us a great proposal and they put a very good team together, they have more people on this team than they did on the original team, but the good thing is we still have Amanda still on it and Connie still on it and they know how we operate here and he feels they would do a good job for us and the best part about it all if it is for IDA financial assistance, the potential developer would be responsible for paying all legal fees, so it wouldn’t be on the IDA to do so unless it is pre-financial assistance, which is something that he spoke to Amanda about earlier.

Sean asked if anyone had any questions.

No questions.

Sean stated that he would recommend that we authorize Barclay Damon, LLP as Bond Counsel.

On a motion by Chairperson Perfetti seconded by Secretary Koniowka and carried, to accept proposal from Barclay Damon, LLP as Bond Counsel for the Village of Green Island Industrial Development Agency for the potential development of the Ford Motor Company property. Two ayes and Treasurer Alix abstained from the vote.

Chairperson Perfetti stated that the next item is consideration of authorize Resolution related to mortgage for South Island Apartment Project (Starbuck Island).

Chairperson Perfetti asked Attorney Amanda Fitzgerald of Barclay Damon, LLP to please give a brief overview.

Attorney Fitzgerald proceeded to give overview of Resolution. This request from South Island Apartments, LLC many of you will remember, it is hard to believe that it was back in March of 2019, the Board originally approved Mortgage Recording Tax Exemptions for South Island Apartments, LLC, Peter Liuzzi’s project on Starbuck Island, a beautiful project as everyone has seen. The Board originally approved $560,000 of Mortgage Recording Tax Exemptions and you will also remember that South Island Apartments, LLC has come back to the board for two (2) increases to that original $560,000 and today they come back for a third increase and all three (3) increases together are under $100,000, so that there is no requirement of an additional public hearing. Of course, the public hearing was held in connection with the original Mortgage Recording Tax Exemption that was provided, but because the subsequent increases have been under a $100,000 there is no need for that. Today, the request is for an increase in $32,000. We have reviewed the mortgage document that the IDA will enter into in connection with the increase and we have worked with bank counsel on those to make sure that the IDA is protected. So, today the resolution is to enter into those documents and to grant the Mortgage Recording Tax Exemption in connection with that additional mortgage amount and which again, just to repeat the total exemption amount increase is $32,000.

Chairperson Perfetti asked if the board had any questions.

No questions from the board.

On a motion by Chairperson Perfetti seconded by Secretary Koniowka and carried, to adopt a Resolution authorizing the Execution of Bank Documents related to South Island Apartments, LLC and authorizing the execution and delivery of additional lender documents in connection with a certain project for South Island Apartments, LLC and determining other matters in connection therewith. Two ayes and Treasurer Alix abstained from the vote.

Chairperson Perfetti stated that the next item is consideration of adopting a resolution authorizing cell phone reimbursement for the IDA Chief Executive Officer Sean Ward.

Sean stated that he would like to ask to officially authorize this as you know I will be retiring at the end of the month from the Village and I will be primarily an IDA employee. So, his cell phone was originally reimbursed by the IDA and then, we found that it was being used for more Village work and the Village picked it up. Now, I will be doing IDA work again, so he is asking if the IDA would assume a portion of the bill, it is not the entire bill, he pays over $100 a month for his cell phone and our reimbursement rate is $49.99. He feels most likely he will be on it a lot more not only for phone but for texting and emails. This resolution basically authorizes the IDA to reimburse all employees that they designate and then specifically in the last resolve clause would designate the Chief Executive Officer as an eligible employee at this time. The rate is not in resolution but it is to be set from time to time by the IDA Board as it is by the Village Board. The present rate is $49.99.

On a motion by Treasurer Alix seconded by Secretary Koniowka and carried, to adopt the following resolution pertaining to cell phone use by certain employees:

RESOLUTION #3-5-19-2021

AUTHORIZING THE VILLAGE OF GREEN ISLAND INDUSTRIAL DEVELOPMENT AGENCY TO REIMBURSE CERTAIN EMPLOYEES FOR CELL PHONE USE WHILE ON INDUSTRIAL DEVELOPMENT AGENCY (“IDA”) BUSINESS

WHEREAS, the Village of Green Island IDA has in the past allowed certain employees to procure wireless telephone/personal data devices for use in the course of their job duties, and

WHEREAS, the Village of Green Island IDA has in the past procured these devices and the related services through New York State Contract pricing with authorized service providers that provide the service through accounts set up for the purpose of payment from the Village of Green Island IDA, and

WHEREAS, eligible employees may already have personal accounts set up with said providers or other providers, and

WHEREAS, the IDA has found that in some cases it is more cost effective to reimburse the employee directly for personally paid expenditures for any IDA business done on their personal cell phones, now, therefore, be it

RESOLVED, that the Agency Board of the Village of Green Island Industrial Development Agency hereby authorizes the Chairperson and/or her designee(s) to allow for reimbursement of paid expenditures to those eligible employees who use their personal wireless devices for IDA business at a rate to be determined after review of personal employee cell phone bills, and at a rate not higher than it would cost the IDA to procure the service under their own New York State Contract pricing, and be it

RESOLVED, that the agency authorizes the Chief Executive Officer as an eligible employee at this time, and be it further

RESOLVED, that this resolution shall become effective immediately.

No further business.

On a motion by Secretary Koniowka seconded by Treasurer Alix and carried, to adjourn the meeting at 3:21 p.m. All ayes.