

**CARTHAGE INDUSTRIAL DEVELOPMENT CORPORATION
MINUTES OF MEETING
DECEMBER 16, 2015**

Present: Sarah Bullock, David Zembiec, Michelle Capone, Bruce Armstrong, Mark Keddy, Tom Piche', Derek Davis, Tod Nash

Excused: Robert Gormley, Wayne McIlroy, Paul Smith, Bruce Ferguson

Others Present: Lori Borland (Admin. Asst.)

Call to Order: Vice-President Bruce Armstrong called the meeting to order at 4:50 p.m.

Open Forum: None

Minutes of the November 18, 2015 meeting were approved upon motion by Mr. Piche', seconded by Mr. Keddy. Motion passed unanimously.

Treasurer's Report – Approval of the November Financial Report and the ratification of the payment of the bills was moved by Mr. Piche', seconded by Mr. Nash. Motion passed unanimously.

Old/New Business: 253-255 State Street Project – Mrs. Bullock reported that the owner checks the progress of the work at least 3-4 times per week and includes Mrs. Bullock in some of the visits, and reports back to her also. She indicated that there are 3-4 people on the job at all times, and she is requesting a report on percentage of completion and specifics as to the progress and completion from the contractor. She is expecting early to mid-January for the roof to be completed. The final RARP draw request has been made.

Regarding the Micro-Grid project, Mrs. Bullock had a conference call with Booz Allen Hamilton who basically indicated that the immediate downtown area would be the micro-grid area. Booz Allen Hamilton recommends installing solar panels on rooftops in the downtown area. She is expecting a report from Booz Allen by the end of January.

There were three grants awarded by NYS, 1. Study for the vacant building on Dock Street; 2. Main Street Program to address projects at IMEC and Joe Lawler's Eagle Graphics building; 3. The Village was awarded funds to do a study of the water inflow and infiltration at Metro Paper.

Mrs. Bullock also indicated that she wants to develop a list of goals to work on in the next year or so. They are in part: the 5-year plan for Carthage Development Group, work on the projects for which the grants were awarded, work for the Town of Wilna to include a park at the former Crown Cleaners site, retail development in downtown, and a brownfield inventory in the area to develop a list of possible projects for the future.

Upon motion by Mr. Piche', seconded by Mr. Nash to go into Executive Session, Executive Session began at 5:25 p.m. to discuss Lease Negotiations. Motion by Mr. Piche', seconded by Mr. Davis to come out of Executive Session, which ended at 5:32 p.m.

Regarding the Investments of the CIDC which needed to be reviewed by the Board for the PARIS report due in March, it was noted that the CD rates for 12 months are: Community Bank – 0.02%; First Niagara – 0.50% APY 0.50%; and Carthage Savings & Loan – 0.49%, APY 0.50%. Upon motion by Mrs. Capone, seconded by Mr. Davis, it was voted to keep the investments where they are, currently at Carthage Savings & Loan. Motion passed unanimously, with Mr. Piche' and Mr. Keddy abstaining. One of the CD's was designated as a Payroll Reserve in the past, and since there are no longer any employees on staff, it was discussed about re-designation of the funds. Upon motion by Mr. Zembiec, seconded by Mr. Nash, it was voted to re-designate the use of the Payroll Reserve to the General Operating Funds, and to leave the CD intact for now, with only the name change. Motion passed unanimously.

The Administrative Services Agreement with the Chamber was discussed at this meeting. Motion was made by Mr. Piche', seconded by Mrs. Capone, to approve the Agreement with the Chamber. Motion passed unanimously.

There being no further business before the board, motion was made by Mrs. Bullock, seconded by Mr. Nash to adjourn. Meeting adjourned at 5:38 p.m.