

**CARTHAGE INDUSTRIAL DEVELOPMENT CORPORATION
MINUTES OF MEETING DECEMBER 13, 2016**

Present: Sarah Bullock, David Zembiec, Michelle Capone, Bruce Armstrong, Wayne McIlroy, Mark Keddy, Paul Smith, Tom Piche', Derek Davis, Bruce Ferguson

Excused: Robert Gormley, Tod Nash

Others Present: Lori Borland Administrative Assistant

Call to Order: Vice President Bruce Armstrong called the meeting to order at 4:20 p.m.

Open Forum: None

Minutes of the October 25, 2016 meeting were approved upon motion by Mr. Zembiec, seconded by Mr. Piche'. Motion passed unanimously.

Financial Report – Financial statements consisting of checks, deposits, P&L and Balance Sheet were previously distributed and reviewed. It was noted that the roof repair loan payment was paid in October, and the consultant fees for the Dock Street property were paid in November, with the expectation that those will be reimbursed in the next 10 days or so. It was further reported that the liquid assets amount to \$927,441.01, total fixed assets amount to \$3,496,994.50. Approval of the October/November Financial Report and the ratification of the payment of the bills was moved by Mr. Piche', seconded by Mr. McIlroy. Motion passed unanimously.

Old/New Business:

a.) Report by Economic Development Coordinator – Mrs. Bullock submitted a comprehensive report on all that she has been working on in November & December. A copy of the same is attached to these minutes. In summary, she noted that the I&I Study at Metro is continuing ahead, the Crown Cleaners CFA has been funded in the sum of \$75,000; the Main Street project at IMEC should begin in January, and that regarding the Hydro matter, she spoke with Amanda Lavigne from ANCA and she is interested in helping the Tier 2 facilities moving forward. A list of projects funded by the CIDC has been sent to her and the CIDC is being selected for a case study. Regarding the Zombie Property Grant, the Town of Wilna has been awarded \$65,000 for that project. Mrs. Bullock further noted that she has been approached by someone who wants to build a day care center, and they were looking for funding. It was suggested that renovation of an old building would be a better scenario, and funding would be available for that vs. new construction.

b.) Contract with Chamber: The current contract with the Carthage Area Chamber of Commerce for administrative services expires on 12/31/16, and does not automatically renew. There being no changes to the contract, it was moved by Mr. Zembiec, seconded by Mr. Ferguson to renew the contract with the same terms. Motion passed unanimously.

c.) Additional Item on the Agenda: It has been noted that certain administrative issues need clarification, and that a committee should be established to sort out these issues. Upon motion by Mr. Ferguson, seconded by Mr. Keddy, an Ad Hoc Administrative Committee was formed consisting of Mr. Armstrong, Mr. Piche', Mr. Davis and Mr. Smith. Motion passed unanimously.

It was noted that the Village has been informed that there was no water at the hydro facility for everyday use. After looking into the matter, the Village had shut off the water to Metro Paper for non-payment, and it was discovered that the water lines are connected. After reaching out to Metro Paper, it was noted that a check is forthcoming in the mail for water. It was suggested that someone reach out to Carthage Specialty Paper to see if they are interested in utilizing the Metro site for their business.

Next Meeting: Next meeting will be on January 25, 2017

There being no further business before the board, motion was made by Mr. Davis, seconded by Mr. Piche' to adjourn. Meeting adjourned at 4:50 p.m.