

**CHEMUNG COUNTY INDUSTRIAL  
DEVELOPMENT AGENCY  
400 EAST CHURCH STREET  
ELMIRA, NEW YORK 14901  
607-733-6513**

**NOTICE OF MEETING**

**WEDNESDAY, OCTOBER 28, 2015**

**8:40 AM**

**5<sup>TH</sup> FLOOR CONFERENCE ROOM  
HAZLETT BUILDING**

**203 LAKE STREET, ELMIRA, NEW YORK**

Chemung County Industrial Development Agency  
October 28, 2015  
AGENDA

1. Public Comment
2. Minutes – September 14, 2015
3. Audit Committee
4. Finance Committee
  - Financial Report
  - 2016 Budget
5. Governance Committee
6. Old Business
  - Approving Resolution Emhart Glass
7. New Business
  - Request from Incubator Works to Increase Investment  
(Please see attached narrative)
  - Schweizer Repairs
    - o Heating, Sprinkler System, Security
8. Other Business
9. Adjournment

**Chemung County Industrial Development Agency**  
**Minutes of the Meeting**  
**October 28, 2015**

A meeting of the Chemung County Industrial Development Agency was held on Wednesday, October 28, 2015 at 8:40 AM in the 5<sup>th</sup> Floor Conference Room at 203 Lake Street, Elmira, New York. The following members were present: Dawn Burlew, Donna Draxler, Michael Hosey, Kimberlee Middaugh, Donald Quick, Thomas Santulli and Alan Winston.

Also present were: Jill Koski, Southern Tier Economic Growth, Thomas O'Mara, Counsel to the Agency; Mary Rocchi, Recording Secretary for the Agency; and local labor representatives.

Mr. Winston called the meeting to order.

Public Comment: Ernest Hartman stated that he would like to see the Emhart Glass Manufacturing project get started.

On Motion No. 2015-53 by Mr. Santulli, seconded by Mrs. Middaugh and unanimously carried, the minutes of the September 14, 2015 meeting were approved.

Mr. Quick reported that there was no Audit report.

Mr. Quick presented the September financial report. Cash position and receivables are in good shape. On Motion No. 2015-54 by Mr. Santulli, seconded by Mr. Quick and unanimously carried, the financial report was approved.

Mr. Quick presented the proposed 2016 budget. The budget needs to be submitted to the state through the PARIS system by October 31, 2015. The state requires a five year projection in the budget which is only an estimate from past history. There is no way to know what projects are coming up. On Motion No. 2015-55 by Mr. Quick, seconded by Mrs. Burlew and unanimously carried, the 2016 budget was approved.

Mr. Hosey presented a Governance Committee report. Work has been completed for the year on the Policy and Procedure manual. The Committee has addressed at least 28 of the 32 ABO recommendations. The Recapture Policy will be addressed again.

**Old Business**

Mr. O'Mara reported that the Emhart sale was still going forward and there is no need for a PILOT. Mr. Santulli reported that the Emhart land purchase was resolved. Closing on this project should be soon. Bucher, Emhart's parent company, will be in town in the next few weeks to close the deal. Mr. Santulli reported that there may be interest in Emhart's Sullivan Street building.

**New Business**

Mrs. Koski presented a request from Incubator Works for an increase in investment in the former Schweizer building. Incubator Works is a tenant at the building. The CCIDA is recouping money for repairs to the building through rent. Previously the IDA approved funding in the amount of \$573,753 that the CCIDA used on renovations to the building. The increase in site work costs of \$258,089 can be covered in part by the IDA funding already approved. There is \$159,204 of these costs that are above the original authorization. New catch basins and drains will be installed. Hunt Engineers reported that loading dock area is contaminated and needs to be brought up to standard per NYS DEC. After much discussion, Mrs. Koski was asked to have Hunt Engineers, who is doing the remediation, to come to the next IDA meeting to explain their findings so a decision can be made on the increase in investment. On Motion No. 2015-56 by Mr. Quick, seconded by Mrs. Middaugh, with Mrs. Burlew abstaining, the Incubator Works request was tabled until the next meeting.

Mrs. Koski discussed repairs needed to the heating, sprinkler system and security system at the Schweizer building. Poster & Jaeckle have to repair the broken boiler. Davis Ulmer needs to repair the sprinkler system and estimate that the building needs 500 new sprinkler heads. The security system is in disrepair. Mr. Santulli suggested calling Hunt Engineers about the building to see what else may need to be addressed.

Local labor representatives were dismissed.

On Motion No. 2015-57 by Mr. Hosey, seconded by Mrs. Burlew and unanimously carried, Executive Session was convened.

On Motion No. 2015-58 by Mr. Santulli, seconded by Mr. Quick and unanimously carried, Executive Session was adjourned.

The CCIDA Board of Directors will meet on Tuesday, November 3, 2015 at 8:40 AM.

On Motion No. 2015-59 by Mr. Santulli, seconded by Mr. Quick and unanimously carried, the meeting was adjourned at 9:48 AM.

Respectfully submitted,



Mary K. Rocchi  
Recording Secretary