

**TOWN OF UNION
LOCAL DEVELOPMENT CORPORATION
MEETING MINUTES
THURSDAY, JULY 18, 2019**

SYNOPSIS OF MEETING

The Town of Union Local Development Corporation met for a regular meeting on Thursday, July 18, 2019 at the Town of Union Office Building, located at 3111 East Main Street, Endwell, New York.

I. THE MEETING WAS CALLED TO ORDER AT 8:00 A.M.

MEMBERS PRESENT: Diane Julian, Gary Leighton, James Peduto, Timothy Strong,
Robert Corwin

MEMBERS ABSENT: Stephen Trichka, Jeffrey L'Amoreaux, Mary O'Malley-Trumble

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney),
Richard Materese (Town Supervisor)

STAFF PRESENT: Joseph Moody (LDC Director), Robin Shimer (Admin. Asst.)

II. APPROVAL OF THE MINUTES

The Minutes of the Special LDC Board Meeting of June 27, 2019 were reviewed and approved, as written.

Motion: Gary Leighton
Motion 2nd: James Peduto
Motion: To approve the Special LDC Board Meeting Minutes of
June 27, 2019, as written.
Vote: Motion approved [4 – Yes, 0 – No, 3 – Absent]

III. VICE PRESIDENT'S REMARKS

Vice President Julian shared warm welcoming comments with the meeting attendees.

IV. DIRECTOR'S REMARKS

Director Moody provided an overview about local economic development activities.

V. OLD BUSINESS

VI. NEW BUSINESS

A. Director Moody informed the Board of the 24 timely-submitted Grant Access Program's (GAP) Intent to Apply Forms (IAF) and one IAF received after the deadline. He said the

GAP's IAF Subcommittee met twice to review and rank the submitted forms for recommendation to Board members. Mr. Moody said Subcommittee members Leighton, O'Malley-Trumble, and Strong developed a comprehensive matrix to judiciously score and rank the 24 submitted IAFs. The 24 participants included IAFs from 15 "existing" businesses and 9 "start-up" businesses.

Mr. Moody asked GAP IAF Subcommittee Chair Leighton to explain the Subcommittee's work and its determination of IAF participant ranking. Mr. Leighton referenced the scoring matrix segments, the aspects of scoring, and the resulting scores. He spoke about the objective composition of the matrix segments and, thereby, achieving a Subcommittee goal of averting any possibility of subjective scoring. Mr. Leighton said the findings made by himself, Ms. O'Malley-Trumble and Mr. Strong identified for the LDC Board's consideration the 3 highest scores attained by an "existing" business (resulting in a total of 5 businesses, 3 of which tied for a same score) and the 3 highest scores by a "start-up" business (resulting in a total of 3 businesses). The Subcommittee established that a business owner may not qualify twice in the same category. The LDC Board members were supportive of the objective methodology applied by the GAP IAF Subcommittee in reviewing and scoring the participants' forms. There was discussion about the subsequent timeframe pertaining to communication with IAF participants, determination that the GAP IAF Subcommittee Chair will (for the purpose of continuity) serve as liaison with IAF participants.

After thorough Board discussion, Vice President Julian requested a motion to approve the GAP IAF Subcommittee top three ranking of existing and start-up businesses, and thereby proceed to the next step of requesting submissions of full grant applications from selected IAF participants. The top three ranking of selected existing businesses were as follows: Jesan Sorrells LLC/Human Services Consulting & Training, Fat Cat Comics LLC, Senecka Spine, Gina M. Torto Psy.D., and LoHi Park Media. The top three ranking of selected start-up businesses were as follows: Neurosciences Group, Thomas and Kathryn Sheredy/ Nick Spano, and Owais Ali. The LDC Board voting was conducted in recognition of the two separate categorical segments of existing and start-up businesses.

Motion:	Jim Peduto
Motion 2 nd :	Gary Leighton
Motion:	To approve the GAP IAF Subcommittee's top three ranking of existing businesses (three businesses tied with the same score), and thereby proceed to the next step of requesting grant applications from selected IAF participants. The top three ranking of selected existing businesses were as follows: Jesan Sorrells LLC/Human Services Consulting & Training, Fat Cat Comics LLC, Senecka Spine, Gina M. Torto Psy.D., and LoHi Park Media.
Vote:	Motion approved [4 - Yes, 0 - No, 3 - Absent].
Motion:	Jim Peduto
Motion 2 nd :	Tim Strong

Motion: To approve the GAP IAF Subcommittee's top three ranking of start-up businesses, and thereby proceed to the next step of requesting grant applications from selected IAF participants. The top three ranking of selected start-up businesses were as follows: Neurosciences Group, Thomas and Kathryn Sheredy/Nick Spano, and Owais Ali.

Vote: Motion approved [4 - Yes, 0 - No, 3 - Absent].

VII. OTHER BUSINESS

- A. Director Moody updated the Board about a potential Town of Union Business Assistance (TUBA) loan to Mr. Justin Marchuska, II of 1435-1439 Marchuska, LLC. Mr. Moody said Mr. Marchuska, II intends to request a \$120,000.00 TUBA loan. The purpose of the loan is to assist in purchasing furniture, fixtures and equipment for Marchuska Brothers offices and window assembly facilities at 1405 East Main Street in Endicott. He said the Village of Endicott will soon review aspects of planning and zoning associated with the project. The project has received PILOT approval from the Village of Endicott and the IDA. Mr. Moody anticipates moving forward with the loan request at a future meeting.
- B. Director Moody provided Board Members with an update about the previously approved TUBA loan to Mr. Samuel Lupo, Jr. of Lupo's Quality Foods/SSE3, LLC. The purpose of the loan was to initially assist with purchasing a building at 625 Dickson Street in Endicott. Since such time Mr. Moody asked the Town Comptroller to unencumber the approved funds as Mr. Lupo used a private lender loan to acquire the building, and Mr. Lupo also decided to apply for CFA Grant funds instead of using a previously approved ESD grant.
- C. Mr. Moody informed the Board of the LDC's outstanding loan program balance, and also the amount of available UDAG and CDBG funds.
- D. Mr. Moody shared with Board members insight about economic development activities. He said that he has been working with KBG Hotels about Red Carpet Inn (across the street from the En-Joie Golf Course).
- E. Mr. Moody informed the Board of recent discussions and meeting with Mr. Adam Weitsman pertaining to his purchase and potential use of the Davis College property.
- F. Mr. Moody stated that he has been talking with CDS Housing about potential senior housing project on Hooper Road in Endwell.
- G. Mr. Moody said Two Plus Four Construction is moving forward with a housing project to raise houses in Fairmont Park. Supervisor Materese said two and three bedroom housing will be built on double lots, along with a new recreational area and improved sewer lines.

- H. Mr. Moody said the LDC and the town Planning Department have been working with the Broome County Land Bank toward demolishing certain Town of Union acquired houses.
- I. Mr. Moody referenced Simulation and Control Technologies, Inc. (SCT), to whom the LDC approved a \$200,000.00 Emerging Enterprise/Emerging Entrepreneurial (E3) loan on June 27, 2019. He said the Broome County IDA just approved a \$200,000.00 loan to SCT. Mr. Moody has reached out to the IDA to inquire of joint media release interest.
- J. Mr. Moody commented on the quality of the recent Village of Endicott Downtown Revitalization Initiative presentation. Supervisor Materese also shared his insight about the presentation and participants.

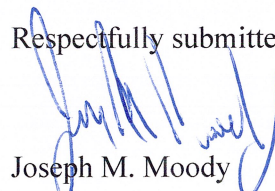
VIII. ADJOURNMENT

- A. Vice President Julian asked the meeting attendees if they had any additional topics for consideration. Due to the completion of discussion and consideration of all pertinent Board matters, Ms. Julian requested a motion to adjourn the meeting at 8:55 a.m.

Motion: Jim Peduto
Motion 2nd: Gary Leighton
Motion: To adjourn the regular meeting of July 18, 2019.
Vote: Motion approved [4 - Yes, 0 - No, 3 - Absent].

The meeting was adjourned at 8:55 a.m.

Respectfully submitted,



Joseph M. Moody
Director