

**TOWN OF UNION
LOCAL DEVELOPMENT CORPORATION
MEETING MINUTES
THURSDAY, AUGUST 22, 2019**

SYNOPSIS OF MEETING

The Town of Union Local Development Corporation met for a regular meeting on Thursday, August 22, 2019 at the Town of Union Office Building, located at 3111 E. Main Street, Endwell, New York.

I. THE MEETING WAS CALLED TO ORDER AT 8:12 A.M.

MEMBERS PRESENT: Stephen Trichka, Gary Leighton, James Peduto, Mary O'Malley-Trumble, Robert Corwin

MEMBERS ABSENT: Diane Julian, Jeffrey L'Amoreaux, Timothy Strong

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney)

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

II. APPROVAL OF THE MINUTES

The Minutes of the regular LDC Board Meeting of July 18, 2019 were reviewed and approved, as written.

Motion: Jim Peduto

Motion 2nd: Mary O'Malley-Trumble

Motion: To approve the regular LDC Board Meeting Minutes of July 18, 2019, as written.

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

III. PRESIDENT'S REMARKS

President Trichka cordially welcomed all attendees and referenced the meeting's agenda.

IV. DIRECTOR'S REMARKS

Director Moody shared comments on the day's economic development topics for review.

V. OLD BUSINESS

A. Mr. Moody said LDC Board members, as non-employees of the Town of Union, are exempt from New York State Sexual Harassment Training requirements as indicated in the attached material. However, Board members are encouraged to become familiar with the town's policy regarding sexual harassment.

VI. NEW BUSINESS

A. Mr. Moody shared the completed Grant Access Program (GAP) applications submitted by 5 of 8 businesses that were previously selected to submit full applications. The Subcommittee will review the applications and offer recommendations at the next Board meeting. The Board then considered making up to \$50,000.00 in UDAG funds available for the Grant Access Program. Upon the close of discussion, President Trichka requested a motion to make available up to \$50,000.00 in UDAG funds for the Grant Access Program. Such availability increases funding from a minimum amount of \$15,000.00 to an amount not to exceed \$50,000.00.

Motion: Mary O'Malley-Trumble
Motion 2nd: Gary Leighton
Motion: To approve the establishment and availability of up to \$50,000.00 in Urban Development Action Grant (UDAG) funds for the Town of Union Local Development Corporation Grant Access Program (GAP), thereby increasing the Grant Access Program's UDAG funding level from a minimum amount of \$15,000.00 to an amount not to exceed \$50,000.00.
Vote: Motion approved [4 – Yes, 0 – No, 3 – Absent]

B. Mr. Moody stated that Kenneth McLeod, Ph.D. of Sonostics, Inc. is seeking Town of Union Business Assistance (TUBA) loan program funding in an amount not to exceed \$140,000.00. The loan would be used to purchase property at 201 McKinley Avenue in Endicott for the purpose of relocation by Sonostics, Inc. Dr. McLeod believes such a loan would achieve major cost-savings. The Board then asked for Dr. McLeod to provide financial documentation and a full loan application prior to further consideration.

C. Mr. Moody advised the Board that Mr. Justin Marchuska, II of 1435-1439 Marchuska, LLC has submitted an application for Town of Union Business Assistance (TUBA) loan program funding in an amount not to exceed \$120,000.00. The loan is to assist in the purchase of furniture, fixtures and equipment for Marchuska Brothers new offices and window assembly facilities at 1405 East Main Street in Endicott. The provision of greater information was desired, including affirmation of Village of Endicott zoning compliance.

VII. OTHER BUSINESS

A. Mr. Moody presented for Board consideration a request by Mr. James Kirkwood of 17 Kentucky Avenue, LLC (Engineering Manufacturing Technologies, LLC) for extension of an earlier approved loan closing deadline until December 31, 2019. Mr. Kirkwood's request pertains to previously approved Urban Development Action Grant (UDAG) Town of Union Business Assistance (TUBA) loan program financing in an amount not to exceed \$200,000.00. After discussion, President Trichka requested a motion to approve Mr. Kirkwood's request.

Motion: Jim Peduto
Motion 2nd: Gary Leighton
Motion: To approve the request by Mr. James Kirkwood of 17 Kentucky Avenue, LLC (Engineering Manufacturing Technologies, LLC) for extension of a loan closing deadline (initially stated in the original LDC Commitment Letter) until December 31, 2019. Mr. Kirkwood's request pertains to earlier approved Urban Development Action Grant (UDAG) Town of Union Business Assistance (TUBA) loan program funding in an amount not to exceed \$200,000.00.
Vote: Motion approved [4 – Yes, 0 – No, 3 – Absent]

B. Mr. Moody said Mr. John Fuller of Simulation and Control Technologies, Inc. requests replacing the applicant business name on the previously approved \$200,000.00 CDBG Emerging Enterprise/Emerging Market Entrepreneurial (E3) loan with Fuller Holding Company, LLC (Real Estate Holding Company). After Board discussion, President Trichka requested a motion to approve the applicant name substitution requested by Mr. Fuller.

Motion: Gary Leighton
Motion 2nd: Jim Peduto
Motion: To approve the business name substitution request by Mr. John

Fuller of Simulation and Control Technologies, Inc. to replace the loan applicant name of Simulation and Control Technologies, Inc. with Fuller Holding Company, LLC (Real Estate Holding Company) for the previously approved Community Development Block Grant (CDBG) Emerging Enterprise/Emerging Market Entrepreneurial (E3) loan program funding in an amount not to exceed \$200,000.00.

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

- C. Determination was made to enter Executive Session to discuss a personnel matter. President Mr. Trichka requested a motion to enter into Executive Session at 8:46 a.m.

Motion: Mary O'Malley-Trumble
Motion 2nd: Gary Leighton
Motion: To approve LDC Board action to enter into Executive Session at 8:46 a.m.
Vote: Motion approved [4 – Yes, 0 – No, 3 – Absent]

Upon completion of Executive Session discussion, President Trichka requested a motion for the LDC Board to exit from Executive Session at 8:55 a.m.

Motion: Mary O'Malley-Trumble
Motion 2nd: Gary Leighton
Motion: To approve LDC Board action to exit from Executive Session at 8:55 a.m.
Vote: Motion approved [4 - Yes, 0 - No, 3 - Absent].

No action was taken.

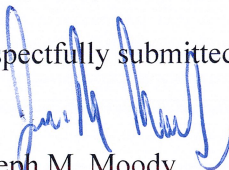
VIII. ADJOURNMENT

- A. President Trichka asked if there were other topics for Board discussion. With there being no other matters to consider, he requested a motion to adjourn the meeting.

Motion: Gary Leighton
Motion 2nd: Jim Peduto
Motion: To adjourn the regular meeting of August 22, 2019.
Vote: Motion approved [4 - Yes, 0 - No, 3 - Absent].

The meeting was adjourned at 8:56 a.m.

Respectfully submitted,


Joseph M. Moody
Director