

**TOWN OF UNION
LOCAL DEVELOPMENT CORPORATION
REGULAR MEETING MINUTES
THURSDAY, JANUARY 19, 2023**

DRAFT

SYNOPSIS OF MEETING

The Town of Union Local Development Corporation met for its regular meeting on Thursday, January 19, 2023 at the Town of Union Office Building, located at 3111 East Main Street in Endwell, New York.

I. THE MEETING WAS CALLED TO ORDER AT 8:01 A.M.

MEMBERS PRESENT: Stephen Trichka, Diane Julian, Gary Leighton, James Peduto, Jeffrey L'Amoreaux, Timothy Strong

MEMBERS ABSENT: Mary O'Malley-Trumble

OTHERS PRESENT: Rosemarie Pope (LDC Board Attorney) via phone
Gina Middleton (Coughlin & Gerhart, LLP)

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

II. PRESIDENT'S REMARKS

President Trichka extended a cordial welcome and shared cheerful news.

III. DIRECTOR'S REMARKS

Director Moody referenced the provision of grant applicant information.

IV. APPROVAL OF THE MINUTES

The Minutes of the annual LDC Board Meeting of December 15, 2022 were reviewed and approved as written.

Motion: Jeff L'Amoreaux
Motion 2nd: Diane Julian
Motion: To approve the annual LDC Board Meeting Minutes of December 15, 2022, as written.
Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain]

The Minutes of the regular LDC Board Meeting of December 15, 2022 were reviewed and approved, as written.

Motion: Tim Strong
Motion 2nd: Jeff L'Amoreaux
Motion: To approve the regular LDC Board Meeting Minutes of December 15, 2022, as written.
Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

V. OLD BUSINESS

- A. Mr. Moody asked the LDC Board members if they preferred to continue receiving narratives in conjunction or simply the grant applications. The members liked the narrative summaries that were drafted for this meeting, and maybe the application as needed.

Mr. Moody initiated discussion of Grey Goose Graphics, LLC's application to the LDC, as submitted by Mr. John J. Hussar and Mrs. Mary Lou Hussar, for American Rescue Plan Act (ARPA) Small Business Sustainability Grant Program funding of \$22,632.75. After discussion about aspects of the application, including suitability of certain expenses, President Trichka requested a motion to approve the grant funding.

- Motion: Tim Strong
- Motion 2nd: Jeff L'Amoreaux
- Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act Small Business Sustainability Grant Program financing to Grey Goose Graphics, LLC in the amount of \$22,632.75.
- Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

VI. NEW BUSINESS

- A. Mr. Moody presented for LDC Board consideration resolutions pertaining to requests by five applicants for LDC 2021 American Rescue Plan Act (ARPA) Grant Program funds.

The first grant application was submitted by Mr. Joseph Hashey of Hashey Enterprises, Inc. (d/b/a Synergy Athletics). Mr. Hashey requested LDC Small Business Sustainability Grant Program financing of \$25,000.00 toward the \$46,396.00 total project cost (\$6,396.00 for equipment and \$40,000.00 for payroll expenses) of his kids fitness program project.

The LDC Board members expressed their concern with the applicant's intended use of grant funds for payroll. They also had reservation about the business's dual municipality locations. There was subsequent Board agreement approving solely \$6,396.00 in financing for equipment at the business's Endwell location, and to not assist with payroll.

President Trichka then requested a motion to approve Small Business Sustainability Grant Program financing in the amount of \$6,396.00 to assist with purchasing equipment for the business's Endwell site.

- Motion: Tim Strong
- Motion 2nd: Jim Peduto
- Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act (ARPA) Small Business Sustainability Grant Program financing for Hashey Enterprises, Inc. (d/b/a Synergy Athletics) in the amount of \$6,396.00 to assist with the purchase of kids fitness program equipment at the business's Endwell location.
- Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

The second grant application was submitted by Ms. Phitsamay “Kim” Chanavath of PCSJ, LLC (d/b/a Taste of Thai). Ms. Phitsamay requested Kick-Start Entrepreneurial Grant Program financing of \$10,000.00 toward the \$17,662.30 total project cost for the acquisition of needed restaurant equipment (freezer, fryer, wok and walk-in-cooler).

After the completion of discussion, President Trichka requested a motion to approve Kick-Start Entrepreneurial Grant Program financing in the amount of \$10,000.00 to assist with the purchasing of equipment for PCSJ, LLC.

Motion: Jim Peduto
Motion 2nd: Diane Julian
Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act (ARPA) Kick-Start Entrepreneurial Grant Program financing for PCSJ, LLC (d/b/a Taste of Thai) in the amount of \$10,000.00 to assist with the acquisition of equipment.
Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

The third grant application was submitted by Ms. Karen Roberts of Raysor Computer Repair. Ms. Roberts requested Small Business Sustainability Grant Program financing of \$24,997.50 toward the \$27,775.00 total project cost of hiring a marketing company to help with an 18 month marketing/advertising campaign for her established business.

The LDC Board expressed concern about the business’s prior fiscal difficulties, current and projected profitability levels, and sustainability of the business. Consequently, there was Board disinclination to approve the financing request.

Mr. Moody said two key questions for funding consideration are: (1) will the business’s marketing campaign sustain the business and (2) what is the source of pre-reimbursement funding. Discussion resulted in Board disapproval of Small Business Sustainability Grant Program financing for Raysor Computer Repair. In response to a question by Mr. Moody, Counselor Pope affirmed Board objection to funding does not require a resolution.

The fourth grant application was submitted by Ms. Alyse Carey of The Hair Garden, LLC (d/b/a Hair by Alyse). Ms. Carey requested Small Business Sustainability Grant Program funds of \$9,224.88 toward the \$10,249.84 total project cost for acquisition of furniture, fixtures, equipment and retail inventory. Discussion resulted in Board agreement for provide the requested funds.

President Trichka then requested a motion to approve Small Business Sustainability Grant Program financing in the amount of \$9,224.88 to The Hair Garden, LLC.

Motion: Tim Strong
Motion 2nd: Jeffrey L’Amorequx
Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act (ARPA) Small Business Sustainability Grant Program financing for The Hair Garden, LLC (d/b/a Hair by Alyse) in the amount of \$9,234.88 to assist with the acquisition of Furniture, fixtures, equipment and retail inventory.
Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

The fifth grant application was submitted by Mr. Brad Kirby of America’s Attic, Inc.

Mr. Kirby requested 50/50 Commercial Façade Grant Program financing of \$45,000.00 toward the \$90,000.00 total project cost of exterior renovations for his commercial property located at 308 Harry L Drive in Johnson City, New York that houses his business, America's Attic.

After the completion of discussion, President Trichka requested a motion to approve 50/50 Commercial Façade Grant Program financing in the amount of \$45,000.00 to assist with exterior renovations.

Motion: Gary Leighton
Motion 2nd: Diane Julian
Motion: To approve Town of Union Local Development Corporation 2021 American Rescue Plan Act (ARPA) 50/50 Commercial Façade Grant Program financing to Brad M. Kirby. in the amount of \$45,000.00 to assist with exterior renovations for commercial property located at 308 Harry L Drive in Johnson City, New York.
Vote: All yes, motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

- B. Mr. Moody advised the members that Piaker & Lyons, CPAs' 2022 will be conducting the regular Town of Union LDC audit. He also stated that it was determined that a single audit will not be required for 2022.

There was discussion about the potential of a future LDC single audit and how there may be a need for grant recipients to participant in a prorated arrangement to cover the cost.

VII. OTHER BUSINESS

- A. Mr. Moody presented the current LDC Loan Portfolio spreadsheet. He said the only problematic loan recipient was Bada Bing Hospitality, LLC (d/b/a Southern Tier Cheesesteak Co.) for insufficient funds.

VIII. ADJOURNMENT

- A. President Tricka asked if there were other topics for consideration. Due to the LDC Board's affirmed completion of business, he requested a motion to adjourn the meeting.

Motion: Jeff L'Amoreaux
Motion 2nd: Tim Strong
Motion: To adjourn the regular LDC Board meeting of January 19, 2023.
Vote: Motion approved [6 - Yes, 0 - No, 1 - Absent, 0 - Abstain].

In recognition of there being no further business, without objection, the January 19, 2023 Regular LDC Board Meeting stood adjourned at 9:18 a.m.

Respectfully submitted,

Joseph M. Moody
Director

Town of Union Local Development Corporation													
Loans Receivable													
For the Month Ending February 2023													
Borrower's Name	Closing Date	Original Loan/Grant Amount	Payment Amount	Balance 13-Dec-22	New Loans/Grant Additions	YTD Principal Payments	Other Adjustments (+ or -)	Balance @ 28-Feb-23	Loans Committed	Reserve For Loan Loss	YTD Interest Paid	Late/Other Fees	Payment Due Date
CDBG Loans													
402 Airport Road Holding, LLC	23-Jun-16	60,000.00	332.76	44,503.05	0.00	443.56	0.00	44,059.49	x	x	221.96	x	1-Mar-23
17 Kentucky Avenue, LLC	21-Dec-17	230,000.00	1,588.34	169,170.07	0.00	2,333.74	0.00	166,836.33	x	x	842.94	x	1-Mar-23
Crooked Mouth Brewery, LLC	27-Jun-22	50,000.00	660.66	47,308.27	0.00	1,086.14	0.00	46,222.13	x	x	235.18	x	1-Mar-23
Fuller Holding Company, LLC	10-Jan-20	162,500.00	968.05	132,987.20	0.00	1,715.17	0.00	131,272.03	x	x	220.93	x	1-Mar-23
Sonostics, Inc.	18-Nov-16	200,000.00	2,504.14	59,392.84	0.00	4,814.31	0.00	54,578.53	x	x	193.97	x	1-Mar-23
Southern Tier Leasing, LLC	9-Dec-16	50,000.00	481.95	22,214.21	0.00	890.60	0.00	21,323.61	x	x	73.30	x	1-Mar-23
Southern Tier Technologies, Inc.	9-Dec-16	50,000.00	476.36	21,956.97	0.00	880.27	0.00	21,076.70	x	x	72.45	x	1-Mar-23
Taylor's Pizza (George Patricia Taylor)	24-Jan-22	50,000.00	481.95	48,401.54	0.00	803.23	0.00	47,598.31	x	x	160.67	x	1-Mar-23
Totals for CDBG Loans		852,500.00	7,494.21	545,934.15	0.00	12,967.02	0.00	532,967.13	0.00	0.00	2,021.40		
UDAG - Façade Loans													
LBK Properties, LLC	23-Jun-22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	x	0.00	x	x
None	x	0.00	0.00	0.00	0.00	0.00	0.00	0.00	x	x	0.00	x	x
None	x	0.00	0.00	0.00	0.00	0.00	0.00	0.00	x	x	0.00	x	x
Totals for UDAG - Façade Loans		0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	0.00		
UDAG - Business Assistance Loans													
Bada Bing Hospitality, LLC	26-Jan-22	0.00	284.25	7,267.17	0.00	275.17	0.00	6,992.00	x	x	43.29	x	1-Feb-23
(Southern Tier Cheestek Co.)							0						
SSE3, LLC	22-Dec-20	300,000.00	1,663.80	278,394.39	0.00	1,938.04	0.00	276,456.35	x	x	1,389.56	x	1-Mar-23
Totals for UDAG Business Assistance Loans		300,000.00	1,948.05	285,661.56	0.00	2,213.21	0.00	283,448.35	0.00	0.00	1,432.85		
Totals for Loans		1,152,500.00	9,442.26	831,595.71	0.00	15,180.23	0.00	816,415.48	100,000.00	0.00	3,454.25		