

**CARTHAGE INDUSTRIAL DEVELOPMENT CORPORATION  
MINUTES OF MEETING JANUARY 25<sup>th</sup>, 2012**

**Present:** Urban Hirschey, Jim Wright, Terry Roche, Terry Buckley, Derek Davis, Tom Piche, Paul Smith, Dave Zembiec, Mark Keddy, Bruce Armstrong

**Proxy:** Terry Roche for Wayne McIlroy

**Absent:**

**Excused:** Bob Gormley

**Others Present:** John McHugh, Mike Astafan

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

**Minutes:** Motion made by Mr. Buckley, seconded by Mr. Wright, to accept the minutes of the December 7<sup>th</sup>, 2011 meeting. Motion carried unanimously.

**Election of Officers**

Mr. McHugh presented the current slate of officers as follows: President, Robert Gormley; Vice President, Urban Hirschey; 2<sup>nd</sup> Vice President (non-voting), John F. McHugh; Treasurer Wayne McIlroy; Secretary, Vacant. Mr. McHugh noted that Mr. Armstrong has indicated his willingness to serve as Secretary of the Board. At this point Mr. Piche made a motion to nominate the existing slate of officers for their current offices and Mr. Armstrong for Secretary. The motion was seconded by Mr. Wright and the slate was elected unanimously.

**REPORTS:**

**Coordinators Report**

**a. Main Street Grant Status**

Mr. McHugh reported that all projects were finishing up and punch lists were being completed. He noted that the new light poles have been installed and one additional pole is likely to be placed adjacent to the fire site location. Only one project had significant work to be completed and he was confident all projects would be completed by the program deadline of February 27<sup>th</sup>. He remained optimistic that no further extensions of the State contract will be needed.

**b. Annual Report**

Mr. McHugh distributed his annual report for the year noting the many projects being completed in downtown Carthage, transition to a new lessee of the West End Dam Hydro Facility, continuation of the Twin Villages Housing Rehabilitation Program, completion of the Carthage Area Medical Office Complex, and numerous other projects. Mr. Hirschey noted that it was a very productive year.

**Treasurer's Report**

**a. b. Financial Reports and Bills**

Mr. McHugh gave his financial report, and distributed Profit and Loss Statement, Balance Sheet, Check Detail (bills), and Deposit Details for year end and through January 25<sup>th</sup>. After review and discussion, motion by Mr. Buckley, seconded by Mr. Armstrong to approve the financial report and pay the bills as presented. All were in favor.

## **EXECUTIVE SESSION**

Mr. Armstrong made a motion to enter Executive Session to discuss possible litigation. Mr. Roche seconded the motion which passed unanimously. The Board entered Executive Session at 4:40 pm. At 5:13 pm Mr. Piche moved to leave executive session with Mr. Davis seconding the motion which passed unanimously.

## **OLD/NEW BUSINESS**

### **a. Board Member Policy Certification**

Mr. McHugh reminded the board members to get their Board member policy certifications into him over the next 30 days. He will be contacting anyone who has not submitted their certifications during March.

### **b. Committee Appointments**

Mr. McHugh reported that the Board needs to appoint committee members for 2012. The Board currently has two committees (Governance and Audit). The current members of both committees are Wayne McIlroy, Terry Roche, and Bruce Armstrong. Mr. Piche nominated the current members for reappointment which was seconded by Mr. Wright and unanimously approved.

### **c. West End Dam Hydro Facility**

Mr. McHugh reported that he has received the following bills from Northbrook Energy, LLC regarding repairs to the West End Dam Hydro Facility:

1. Sluiceway repair and Bank Stabilization (\$15,765.15)
2. Lost revenue during shaft installation (\$4,328.00)
3. Lost revenue due to operating restrictions on cracked shaft during delivery delay (\$4,208.00)

Mr. McHugh presented the documentation of costs and lost production provided by Northbrook Energy. After review and discussion, Mr. Roche moved to pay these invoices, which was seconded by Mr. Wright and unanimously approved.

## **NEXT MEETING:**

The next meeting of the Board is scheduled for February 29<sup>th</sup> at 4:00 pm in the Village of Carthage Meeting Room.

There being no further business Mr. Hirschey adjourned the meeting at 5:25 p.m.