

CARTHAGE INDUSTRIAL DEVELOPMENT CORPORATION
MINUTES OF MEETING JULY 14TH, 2010

Present: Bruce Armstrong, Terry Roche, Urban Hirschey, Wayne McIlroy, Derek Davis, Paul Smith, Robert Gormley, Tom Piche', Terry Buckley, Mary Anne Hanley

Proxy: Bruce Armstrong for Kevin Jordan

Absent: Tim Wright

Others Present: John McHugh.

Call to Order: President Robert Gormley called the meeting to order at 4:16 p.m.

Minutes: Motion made by Terry Roche, seconded by Derek Davis, to accept the minutes of the May 26, 2010 meeting as presented. Motion carried unanimously.

EXECUTIVE SESSION

Mr. Buckley made a **motion** at 4:20 to enter Executive Session to discuss acquiring property. Mr. Hirschey seconded the motion. Executive Session was adjourned at 4:30 p.m. on a **motion** by Mr. Hirschey, seconded by Ms. Hanley, with all in favor. No further action was taken during the session.

Open Session resumed at 4:31.

REPORTS:

a. b. Main Street Grant Status

Mr. McHugh reported that Steve Olmstead working for Wilbur D. Thesier, P. E. Engineering Consulting Services was selected by the Main Street Committee to provide miscellaneous engineering services associated with specific projects receiving funding under the Main Street Grant Program. They will be charging \$75.00/hour for any services provided. This will mostly involve bid spec. preparation when the spec requires engineering. The Committee also selected GYMO to provide asbestos assessments as required by federal regulations for each of the Main Street projects. Mr. McHugh noted that their estimates for doing lead testing and Radon testing at the same time is often cheaper than breaking the testing up by consultant. As a result, we will be trying to use GYMO to do all testing on a property when it is cheaper than using multiple consultants. Mr. McHugh noted that these costs will be born by the property owner and State Grant for projects that move forward to completion. CIDC is advancing payment of the costs in the mean time.

Mr. McHugh reported that three projects are in various stages of going to bid. One project has gone to bid, one project is finalizing the bid specs., and one project is awaiting testing results. There are three more applicants waiting to get started. We are also meeting with National Grid to move forward on installing

new historical lights in downtown. The estimated cost appears to be in line with our original estimates. We should know more by the next meeting.

Treasurer's Reports:

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 Detail. After review and discussion, **motion** by Mr. Piche, seconded by Mr. Buckley to approve the financial report and pay the bills as presented. All were in favor.

OLD/NEW BUSINESS

a. Amend Conflict of Interest Policy

A draft policy revision was distributed to all board members revising Section III paragraph C. as provided in the attached. The revision prohibits board members or employees from soliciting, directly or indirectly any gift having more than a nominal value,...etc. The revision was meant to more closely mirror existing State law regarding public employees and officials. Ms. Hanley **motioned** to approve the amendment which was seconded by Mr. Hirschey. All were in favor.

b. Accept Audit by Sovie and Bowie

After brief discussion, Mr. Roche moved to accept the completed CIDC audit which was seconded by Mr. Davis. All were in favor.

c. Memorialize selection of Coughlin Group to set up CIDC web page

Mr. McHugh noted that board members received an e-mail outlining the Coughlin Group proposal for setting up a web page off of the Village of Carthage Web page as required by PAAA. Board members endorsed moving forward given the short deadline for complying with PAAA. E-mail outline attached. Mr. Piche moved to memorialize the decision to utilize Coughlin as proposed, which was seconded by Mr. Hirschey. The motion passed unanimously.

Next meeting: Mr. Gormley confirmed that the next meeting of the Board is scheduled for 25th at 4:00 pm.

There being no further business Mr. Gormley adjourned the meeting at 4:50 p.m.