

**CARTHAGE INDUSTRIAL DEVELOPMENT CORPORATION
MINUTES OF MEETING JULY 25th, 2012**

Present: Don Alexander, Derek Davis, Bruce Armstrong, Wayne McIlroy, Tom Piche, Urban Hirschey, Terry Roche, Robert Gormley

Proxy: Derek Davis for Mark Keddy

Absent: Paul Smith, Terry Buckley,

Excused: Jim Wright

Others Present: John McHugh, Mike Astafan, Amanda Taylor (Watertown Times)

Call to Order: President, Robert Gormley called the meeting to order at 4:25 p.m.

Minutes: Motion made by Mr. McIlroy, seconded by Mr. Armstrong, to accept the minutes of the May 23rd, 2012 meeting. Motion carried unanimously. Motion made by Mr. Davis, seconded by Mr. Roche to accept the minutes of the July 13th, 2012 Special meeting. Motion carried unanimously.

REPORTS:

Coordinators Report

a. Main Street Program Status-2008

Mr. McHugh reported that the final monitoring from the State is complete and the program close-out has been finalized.

b. Main Street & RARP grant applications-2012

Mr. McHugh reported that both applications have been submitted and now we wait for funding announcements. It was noted that the announcement of awards would probably occur sometime in the fall. A total of \$450,000 in grant funds was requested between the two grants. Work would include renovation of commercial buildings, apartments, and expansion of the current lighting program to go across the Black River Bridge. Approximately 11 apartments and 5 buildings would be assisted with the funds.

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 June and July. After review and discussion, **motion** by Mr. Armstrong, seconded by Mr. Hirschey to approve the financial report and pay the bills as presented. All were in favor.

EXECUTIVE SESSION

None

OLD/NEW BUSINESS

a. Hydro-Gate Repair

Mr. McHugh reported that the gate work on unit #1 is complete and the bills and work have been reviewed and endorsed by Northbrook and Tod Nash. The total cost to date was roughly \$39,000 with only a bill from the project divers outstanding.

b. Hydro-Northbrook reserve fund request \$8,824.19- Unit #1 Vibration repair

Mr. McHugh reported that Northbrook has requested authorization to draw \$8,824.19 from the reserve account to pay for vibration repairs to unit #1. The reserve fund was set up by Northbrook in accordance with the Lease and requires CIDC authorization for use. It was noted that the CIDC could not unreasonably withhold approval if the bills were in order. The bills have been reviewed and are in order. Mr. Hirschey made a motion to authorize Northbrook to utilize \$8,824.19 from the reserve fund to cover the cost of Vibration repairs to Unit #1. Mr. Roche seconded the motion which carried.

c. JCIDA Administrative Services Contract Termination

Mr. Gormley reported that the CIDC needed to terminate the administrative services contract with the EDCC and JCIDA as a result of the comptroller's recent ruling. Mr. Piche made a motion to authorize the President to execute the JCIDA Administrative Services Contract Termination Agreement after review by the CIDC Attorney. Mr. Roche Seconded the motion which was approved unanimously with Don Alexander abstaining as an employee of the JCIDA.

d. Chamber of Commerce Administrative/Secretarial Services

Mr. Gormley reminded the board that they will need to have someone provide Administrative/Secretarial Services for the Board now that the JCIDA will no longer be providing these services. Mr. Hirschey made a motion to authorize the president to enter into an administrative/secretarial services contract with the Carthage Chamber of commerce to provide administrative/Secretarial services for \$1,000/month plus expense. The contract will be for one year and be renewable. Mr. Armstrong seconded the motion which carried unanimously.

e. 256 State Street Maintenance Man

Mr. McHugh noted that the JCIDA will no longer be able to administer the part time maintenance man (15 hours/week) on behalf of the CIDC. The CIDC will need to set up payroll for the part time person including working with Gary Rowe, Accountant. It was noted that Gary provides this service to the Chamber and is willing to provide this service to the CIDC which would be administered by the Chamber. Mr. Davis moved to authorize setting up payroll for part time maintenance man for 256 State Street with the understanding that Gary Rowe, accountant will be assisting with the process. The motion was seconded by Mr. Hirschey and carried unanimously.

NEXT MEETING:

The next meeting of the Board is scheduled for August 22nd at 4:00 pm in the Village of Carthage Meeting Room.

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