

**CARTHAGE INDUSTRIAL DEVELOPMENT CORPORATION  
MINUTES OF MEETING JANUARY 26TH, 2011**

**Present:** Mary Anne Hanley, Derek Davis, Urban Hirschey, Tim Wright, Bruce Armstrong, Terry Roche, Wayne McIlroy

**Proxy:** Urban Hirschey for Terry Buckley

**Absent:** Kevin Jordan

**Excuses:** Robert Gormley, Paul Smith

**Others Present:** John McHugh

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

**Minutes:** **Motion** made by Derek Davis, seconded by Bruce Armstrong, to accept the minutes of the December 14th, 2010 meeting, Motion carried unanimously.

**ELECTION OF OFFICERS**

Terry Roche nominated the following members as officers of the CIDC Board of Directors. President, Robert Gormley; Vice President, Urban Hirschey; Second Vice President, John McHugh (non-voting); Secretary, Tim Wright; Treasurer, Wayne McIlroy. The slate was seconded by Mr. Piche and the board approved the said slate of officers with all in favor.

**REPORTS:**

**a. Main Street Grant Status**

Mr. McHugh gave a brief report indicating that construction continued on the 246 State Street project. That the 237 State Street project had received multiple bids for the general work, only one bid for the heating system and no bids for roof work. The heating system and roof work will be rebid. Also, Instant Imprints specs have been finalized and will go out to bid within a week. He noted that the project specs should be substantially complete for 249 and 251 State Street in the near future with lead, radon, asbestos testing, and SHPO review to follow. It is his goal to have the project out to bid by the end of March. Mr. McHugh also noted that he has met with the new owners of the buildings previously owned by Bill Entorcia. We are awaiting a detailed preliminary scope of work concerning the heating system, roof and electrical improvements so we can initiate a memorandum of understanding and bidding specs for the project. Mr. McHugh also reported that he and Mr. McIlroy will need to renew contact with National Grid to finalize design options for replacement of the Street Lights on State Street. It is hoped that the final details could be developed in March and out to bid in April.

**b. Annual Report Distribution**

Mr. McHugh explained and distributed the Annual Report, as required. He outlined the major activities of the year and projects that will be continued in the future.

## **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 including year end and information since the last board meeting in December. After review and discussion, **motion** by Mr. Wright, seconded by Mr. Armstrong to approve the financial report and pay the bills as presented. All were in favor.

## **EXECUTIVE SESSION**

At this time Mr. Davis moved to enter executive session at 4:45 PM to discuss possible property acquisition negotiations. The motion was seconded by Mr. Wright and approved unanimously. At 4:55 PM Mr. Roche moved to close the executive session which was seconded by Mr. Piche and unanimously approved.

## **OLD/NEW BUSINESS**

### **a. PAAA Certifications and Required Self Evaluation**

Mr. McHugh reminded Board members that they needed to complete annual certifications if they had not already done so as required by PAAA. He also reminded them that they need to complete a self evaluation survey if they had not already done so. The results of the survey must be submitted to the Authority Budget Office within 90 days of the beginning of the fiscal year. Additional training may be necessary depending on the results of the survey. He made copies of the survey and certifications available for those members who had not yet completed them.

### **b.) Committee Appointments (Governance and Audit)**

On a **motion** by Urban Hirschey, seconded by Tom Piche, the current members of the Governance and Audit Committee were reappointed: Bruce Armstrong, Wayne McIlroy, and Terry Roche. Motion passed unanimously.

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

Mr. McHugh reported that the Hydro committee received numerous responses to its RFQ concerning partnering with the CIDC in owning and operating the West End Dam Hydroelectric Facility. The committee has reviewed the qualifications of the various companies and focused on those entities that were financially strong, had a significant hydroelectric power presence in the area and significant knowledge and awareness of the Black River Hydro capabilities and characteristics. Based on these criteria, the Committee is recommending that the following companies be sent a request for proposals to enter into shared ownership or a long term lease with the CIDC:

1. Burrows Paper Corporation
2. Northbrook Energy, LLC

3. Kruger Energy
4. Hydro-Kare, Inc. (current operators of WED)

On a motion by Mr. Piche, seconded by Mr. Wright, and unanimously supported, the above companies were designated to receive a request for proposal to share in the ownership and operation and or long term lease of the West End Dam Hydro facility.

**d.) Braman Property update**

Mr. McHugh reported that the transfer of the Braman property from the Village of Carthage to the Braman, LLC is imminent. It is understood that the paperwork is in the hands of the attorneys and they need to simply schedule a closing. Mr. McIlroy reported that the Village had received the Town/County tax bill for the property and requested that the CIDC pay the taxes since the property will transfer to the Braman, LLC of which CIDC is the sole member. After discussion, Mr. Piche moved to pay the tax bill presented; Mr. Wright seconded the motion which carried unanimously.

**NEXT MEETING:**

The next meeting of the board is tentatively scheduled for March 2<sup>nd</sup>.

There being no further business Mr. Hirschey adjourned the meeting at 5:35 p.m.