



Minutes of the
County of Lewis Industrial Development
Agency
July 2, 2020
7840 State Route 26
Lowville, New York

In accordance with restrictions in place due to COVID-19, this meeting was held via videoconference.

Chairman Joseph Lawrence called the meeting to order at 8:02am.

Board members Present: Joe Lawrence, Darlene Rowsam, Ron Burns, Jerry Cayer, Thomas Gillette

Board Members Excused: Gagan Singh

Darlene Rowsam left meeting at 9:12am.

Jerry Cayer left meeting at 9:22am.

Others Present: Peter McAuliffe, Brittany Davis, Kevin McArdle, Melanie Small, Larry Dolhof

Executive Director's Report

8:02-8:08

- Brittany Davis noted her previously distributed Directors Report, highlighting business expansions and projects within the county, despite COVID-19 setbacks.

Privilege of the Floor

- Peter McAuliffe, Omni Navitas 8: 08-8:16
 - Project Mangaer McAuliffe provided a brief summary of the community solar project details. The project is comprised of two 2.25MW solar arrays. He noted that National Grid has a grid capacity of 2.25MW per interconnection so splitting the project into two arrays made the most sense. SEQRA approvals were obtained on December 3, 2019, and Town of Denmark approvals were made March 2, 2020.

Items for Approval

8:16 – 9:12

- The LCIDA board reviewed the **Omni Navitas Holdings, LLC Solar Denmark PILOT applications**, noting the benefit of community solar to residents and businesses, and also discussing the LCIDA PILOT process.
 - An **inducement resolution** was passed to officially take action towards issuance of financial assistance to Omni Navitas Holdings, LLC for their **9557 East Road, Lowville NY solar array project**. A motion to approve the resolution was made by Tom Gillette and seconded by Ron Burns. Motion carried. All present voted in favor.

- An **inducement resolution** was passed to officially take action towards issuance of financial assistance to Omni Navitas Holdings, LLC for their **9605 East Road**, Lowville NY solar array project. A motion to approve the inducement resolution was made by Tom Gillette and seconded by Ron Burns. Motion carried. All present voted in favor.
- **The minutes** for June 4, 2020 **Regular Meeting** and **Annual Meeting** were approved upon a motion made by Jerry Cayer and seconded by Tom Gillette. All present were in favor and the motion carried.
- Notes from the June 17, 2020 **Finance Committee** and June 23, 2020 **Governance Committee** were reviewed.
- **May Financial Reports** were presented and approved upon a motion by Tom Gillette and seconded by Ron Burns. All present were in favor and motion carried.
- **Fiscal Year End Budget vs Actual** was presented and reviewed by the board.
- Updates to the **Group Health Insurance Policy** were presented as suggested by the Finance Committee. Additions and changes to the policy include IDA contribution of 50% of the Bronze Level Health Insurance Coverage for employees who opt in, or a \$1,200 Health Reimbursement Account to employees who opt out with proof of additional insurance. The updates to this policy were approved upon a motion made by Jerry Cayer and seconded by Ron Burns. All present were in favor and motion carried.
- **A new Loan Rating Policy** was presented as suggested and reviewed by Bowers & Co, the LCIDA Loan Committee, and the LCIDA Finance Committee. The LCIDA loan rating policy was approved upon a motion made by Darlene Rowsam and seconded by Jerry Cayer. All present were in favor and the motion carried.
- A lease agreement between the Lewis County IDA and Jeff Buckingham was presented by the Executive Director for the new downtown office location of the LCIDA. The leased premises include the entirety of the first floor of 5415 and 5421 Shady Ave, as well as approximately 500sqft. Of storage space on the second floor of 5415 Shady Ave. The term of the lease is one year to commence on August 1, 2020 and to terminate on July 31, 2021, subject to automatic renewal. The rent reserved in this lease is \$1,600 per month. **The lease agreement** was approved upon a motion made by Ron Burns and seconded by Jerry Cayer. All present were in favor and the motion carried.

Agenda Items

9:13-9:30

- Executive Director Davis presented **New IDA Legislation – Grants & Loans**. It was recommended that further discussion on this legislation take place in the July Finance Committee.
- Executive Director Davis gave Project Updates for:
 - **Solar Project Update**
 - **Lyonsdale substation and solar PILOT**
 - **BarkEater Brewing Equipment**
- Executive Director Davis updated the board on the **Economic Development Specialist – applicant process**, stating that the process was still ongoing and that a hiring decision would be made by the end of July 2.

Executive Session

- **none**

A motion to adjourn was made at 9:28 by Tom Gillette, seconded by Ron Burns. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joseph R. Lawrence". The signature is written in dark ink and is positioned centrally below the text "Respectfully submitted,".

**Joseph Lawrence
Board Chair**