

**Allegany County Industrial Development Agency**  
**MONTHLY MEETING**  
May 12, 2016  
Crossroads Conference Center, Belmont, New York

**OPENING REMARKS**

- Chairman Wood called the board meeting to order at 9:00 AM.
- Present: Jack Wood, Rich Ewell, Mike Johnsen, Judith Hopkins
- Excused: Jack Ormond
- Guests: Craig Clark, Economic Developer

**BOARD MINUTES / SECRETARY'S REPORT**

- A motion was made by R. Ewell and seconded by M. Johnsen to approve the 4/14/16 Board Meeting minutes. Motion passed unanimously 4-0 w/1 absent.

**TREASURER'S REPORT**

- **Abstract** – Motion by M. Johnsen to accept the Abstract Report for the May expenses as presented for payment; seconded by R. Ewell and carried.
- **Treasurer's Report** – Motion by J. Hopkins to accept the Banking Summary and Budget Report as presented; seconded by M. Johnsen and carried.

**BUILDING MAINTENANCE REPORT**

- **Orkin** - M. Johnson reported on the Orkin quote and his concerns. **M. Johnsen motioned to use another agency to provide the power washing of both buildings and recommended Orkin provide the service of a first treatment in August/September; a second treatment in October with an open option for a \$200 interior treatment if deemed necessary; seconded by R. Ewell and carried.** C. Whitfield to contact Orkin for amended contract; M. Johnsen to review before J. Wood signature.
- **Crossroads Roof / Buildings** – Three quotes were presented to board members for review. There was discussion regarding new sheathing for entire roof or just damaged sections. R. Ewell commented on the required contractor insurance of \$2 million general liability and workers compensation insurance noting concern with the transfer of liability if someone was injured. He also noted any sub-contractors should carry same insurance. There was question if a performance bond would be required. J. Wood and R. Ewell to investigate and report back to board.
- **IDA Buildings** - There was discussion regarding the two buildings and the possible purchase by the county or the IDA commercially putting the buildings on the market. A sale would not occur until the park-n-ride is completed, new roof installed and interior carpet repaired. J. Hopkins commented the county budget process is approaching, questioning legislature knowledge prior so that funds could be budgeted for a purchase if that is agreed upon. Chairman Wood responded that he is keeping the County Legislature informed on all aspects and will meet with the Committee of the Whole prior

to any decision being made on the roof expense. **Chairman Wood entertained a motion authorizing J. Ormond and J. Wood to meet with Community Bank regarding a refinance loan to repair the roof and interior carpeting at the Crossroads building. Motioned by M. Johnsen; seconded by J. Hopkins and carried 4-0 w/1 absent.**

- Roof Contractor – Upon review of the three bids received, which varied greatly regarding the scope of work, **Chairman Wood entertained a motion to work with Loucks Contracting to develop detailed specifications and scope of work to include insurance requirements and prevailing wage, so that all three bidders can present new quotes based on the same scope of work. Motioned by M. Johnsen; seconded by J. Hopkins and carried.**

## NEW BUSINESS

- Belmont School Parking Lot – The Belmont Betterment Association has the former Belmont School building listed with a commercial developer and asked that the IDA “give” them the parking lot that was a separate parcel purchased by the IDA in 2009 for \$16,000; to secure the parking lot would remain, as such, for any future development at the site. There was discussion that the IDA had a “gentlemen’s” agreement with the County that the parking lot could be used for Jury Duty parking as long as the IDA owned it. It was noted that the County should be made aware that the parking lot may be open for sale to any potential buyer the commercial developer acquires. **Chairman Wood entertained a motion authorizing the Belmont Betterment Association to market the former Belmont School, including the parking lot, on a first right of refusal basis not to exceed \$18,000-negotiable; also authorizing Chairman Wood to work with HodgsonRuss, LLP to clear any issues involving the Jury Duty parking there. Motioned by R. Ewell; seconded by M. Johnsen and carried 4-0 w/1 absent.**

## OLD BUSINESS

- IDA Website – M. Johnsen reported the website is finished in accordance with the NYS Comptrollers requirements and upon their review, should notify us with any changes or additions.
- Park-n-Ride – There will be a meeting Tuesday, May 24<sup>th</sup> at 10AM between NYSDOT, Engineers, K. Dirlam and Ardent solutions for a walk through and to review the current status of the project. Chairman Wood reported on the 7 steps currently in place:
  1. The FTA has provided all with tentative grant approval to move forward on final design and construction. The FTA has also authorized the electronic submission of the grant into the new federal TRAMS program to initiate the establishment of project PINS and contract authorization to utilize project funding.
  2. Kheops has provided the county with a draft contract agreement for final design and bid assistance.
  3. We plan to move to RFP phase for C1 in June.
  4. We plan to complete design and begin letting phase for construction in July.
  5. End of letting phase and construction award anticipated August/September.
  6. Possible construction commencement to follow in October.
  7. Final design phase should be in continuation with the end of PE phase.

## **EXECUTIVE SESSION**

- A motion was made by J. Wood; seconded by J. Hopkins and carried to enter into Executive Session at 10:53 a.m. for an attorney/client privilege conference call regarding communication contracts.
- A motion was made by R. Ewell; seconded by M. Johnsen and carried to return to Regular Session at 12:00 p.m.

## **UPDATES**

- No Report.

## **CALENDAR**

- **Next Meeting:** Thursday, June 9, 2016 - 9:00 AM  
Crossroads Conference Center, Belmont NY

## **ADJOURNMENT**

There being no further business, a motion to adjourn at 12:00 p.m. was made by J. Hopkins; seconded by M. Johnsen and carried.

Respectfully submitted,

Cathleen L. Whitfield  
Recording Secretary