

## **FULTON COUNTY INDUSTRIAL DEVELOPMENT AGENCY**

**TUESDAY  
DECEMBER 9, 2025  
8:00 A.M.  
PLANNING DEPARTMENT CONFERENCE ROOM  
MEETING MINUTES**

IDA PRESENT:

SUE COLLINS, CHAIRMAN  
DR. GREG TRUCKENMILLER, VICE CHAIRMAN  
MIKE FITZGERALD, TREASURER  
JOE GILLIS, SECRETARY  
JOSEPH SEMIONE, MEMBER  
DAVID D'AMORE, MEMBER  
KARA LAIS, FITZGERALD, MORRIS, BAKER, FIRTH PC  
SCOTT HENZE, EXECUTIVE DIRECTOR

OTHERS PRESENT:

TOM ROEHL, LIASON ECONOMIC DEVELOPMENT&ENVIRONMENT COMMITTEE  
KENT KIRCH, CHAIRMAN, FCCRG

IDA'S MISSION:

*“The Fulton County IDA's mission is to drive economic growth and prosperity by preparing shovel-ready sites for development including commercial enterprise, diverse housing options, workforce development and tourism”.*

Scott Henze noted that he has a new IDA Poster hanging in the Conference Room crediting Fulton County Tourism Coordinator Carla Kolbe for the design. He noted that he will be contacting Ron Peters to see if he would be willing to hand a power in the CRG Conference room and vice versa.

### **I. MINUTES FROM NOVEMBER 18, 2025 MEETING:**

MOTION: To approve the minutes to the November 18, 2025 meeting.

MADE BY: Mike Fitzgerald

SECONDED: Joe Semione

DISCUSSION: None

VOTE: Unanimous

### **II. BUDGET REPORT:**

MOTION: To approve the budget report as presented.

MADE BY: Joe Gillis

SECONDED: Greg Truckenmiller

DISCUSSION: None  
VOTE: Unanimous

### **III. COMMITTEE REPORTS:**

#### **A. Nominating Committee:**

- No report.

#### **B. Audit Committee:**

- Monthly Bank Reconciliation Report: Greg Truckenmiller.

DISCUSSION: Greg Truckenmiller noted that he has reviewed the reconciliation report and all was in order.

#### **C. Governance Committee:**

- No report

#### **D. Finance Committee:**

- No report.

-----END OF AGENDA ITEM-----

### **IV. FULTON COUNTY/FCCRG/FMRCC REPORTS:**

#### **A. County Report: Tom Roehl**

IDA DISCUSSION: Tom Roehl stated that the Board of Supervisors passed the County Budget with an average tax rate increase of 7.68%. Mr. Roehl noted that equalization rates are different within each municipality and noted that the Town of Caroga had the highest percent increase.

#### **B. FCCRG Report: (See attached.) Kent Kirch**

IDA DISCUSSION: Kent Kirch reviewed the CRG report attached to the agenda.

1. A new loan request was received by CRG this month and it is under evaluation. – Kent Kirch noted that the loan was for a Johnstown startup and was not approved and noted that it was suggested that the applicant come back once the business is up and running. He noted that this was one of the few times that a loan was not approved.
2. CRG's capital stacking efforts paid off with a Fulton County business. They were able to secure a \$200,000 loan commitment with our assistance. – Kent Kirch noted that the CRG did provide support to a Johnstown hospitality business for a \$200,000 loan.
3. One RFP was received from NYS. Unfortunately, we do not have an existing building that would fit. However, when that happens, CRG always requests the state to ask the company if they would accept a greenfield site. If yes, we submit Tryon and our Johnstown Commerce Park.
  - Mike Fitzgerald questioned what size of building the company was looking for. Kent Kirch noted that he did not remember the size however they required a high ceiling height.
    - Scott Henze stated that one project was project Vector that was looking for a 60,000SF building. The second project request was for a Foreign Food Manufacturer that was looking for a 54,000SF building with expansion up to 150,000SF.
4. Hopefully we will hear next month if the two CFA applications submitted will be funded. One was for the Kingsboro Commons site next to Burger King and the other for the Wesson Group Expansion on their building in the Crossroads Business Park. – Kent Kirch noted that they believe that the CFA's will be awarded next month. He noted that the Kingsboro Commons CFA was an application to fund a “Highest and Best Use” study. Scott Henze noted that the Kingsboro Commons property is under an Option Agreement with the CRG and that the property is a part of the County’s Development Strategy.
5. Both CRG and the IDA continue working on Tryon. We have had a series of meetings with National Grid, Empire State Development, and the user.
6. A joint CRG and City of Gloversville Brownfield Community Outreach meeting was held at the Glove Theater to discuss the ongoing brownfield initiatives. It was a good presentation with a strong community turnout. – Kent Kirch noted that about 40 people showed.
7. CRG met with the Empire State Development GO SEMI Team to discuss our development site. We continue to reach out regularly to keep them informed and the site foremost in their minds. – Kent Kirch noted that the CRG likes to stay in contact with the team to keep promoting the various opportunities that we have in Fulton County.
8. CRG has had several meetings with the developer of the proposed housing site in the City of Johnstown. – Kent Kirch noted that the CRG met with the developer to discuss financing options.
9. CRG is working with MACNY and NY Design to continue developing the workforce program. - Kent Kirch noted that one program is for students to design their own microchip whereby the chip would be built and then the students could use it.

10. Met with several businesses looking for financing to expand. One, a small leather cutting operation.
11. CRG continues to work with one of our major county employers who needs assistance with establishing a workforce pipeline.
12. CRG is still working on several housing transactions. – Greg Truckenmiller questioned where the housing locations are. Greg Truckenmiller questioned if they were housing developments. Kent Kirch noted that they are multi-unit developments.
13. CRG is working with Mohawk Valley Edge on putting supply chain small manufacturers in front of the large, advanced manufacturing companies, such as Micron.
14. CRG is still working through the NYS grant process for the Empire State Development grants previously awarded for engineering work on the Johnstown Commerce Park. New York State Empire State Development conducted their Public Hearing regarding releasing the state approved ESD Grants. We are still several months away from receiving grant proceeds.
  - Joe Gillis question if there are any updates on the Gloversville DRI? Kent Kirch noted that he knows that some of the projects are still going through project financing however there are many that will commence next year. He noted that Gloversville is ahead of many other municipalities that received a DRI. Tom Roehl noted that there is a chart that shows where each project is in the steps. Scott Henze stated that he will request the chart from the CRG and pass along to the IDA Board.
  - Scott Henze noted that Kent Kirch would be stepping down from the CRG Board at the end of the year and thanked Kent Kirch for his involvement. Kent Kirch noted that he is feeling good about the relationship between the CRG and the IDA.

C. FMRCC Report: MaryBeth Shults

IDA DISCUSSION: No Report.

-----END OF AGENDA ITEM-----

**V. OLD BUSINESS:**

**A. Nexus Renewables :**

- Nexus continues to wait until the Town of Johnstown Moratorium on Solar and Battery Storage Energy Facilities expires so it can file an application for a new Special Use Permit.

- The Town of Johnstown held their last committee meeting on the new Solar and Battery Storage regulations on February 6, 2025 and have forwarded the draft to their counsel for a legal review.
- The Town of Johnstown issued a second 6-month extension to their moratorium that ended on August 26, 2025.
- The Town of Johnstown's Solar Moratorium has expired.
- Nexus has been informed of this.
- **During the November 18, 2025 meeting, Scott Henze asked the Board if they wished to continue to engage with Nexus Renewables or seek another company to develop solar at Tryon.**
- **Direction was given to confirm with Nexus.**
- **Scott Henze sent email requests to both Adnan Waheed and Keith Sandor of Nexus Renewables in November 18 and December 3, 2025 to verify whether or not Nexus still had an interest in developing solar at Tryon. To date, no response has been provided.**
- **Scott Henze found Nexus Renewable website and filled out the “Contact Us” tab. No result.**

DISCUSSION: Scott Henze reviewed the information as identified in the agenda. Scott Henze stated that he also Googled the business and it appears that Nexus is still in business.

-----END OF AGENDA ITEM-----

**B. T-Bills:**

- Current T-Bill status:

T-BILL #	TERM	RATE %	EXPIRATION DATE
1	12 month	4.15%	11/28/25
2	9 month	3.923%	1/22/26
3	12 month	4.005%	5/14/26
4	6 month	4.003%	2/12/26

- T-Bill# 1 expired on November 28, 2025.
- An email was circulated on November 25<sup>th</sup>, 2025 with updated rates.
- Based upon the email responses, no final direction was given.
- Below are the rates:

Maturity Date	Duration	Yield to Maturity (YTM)	
2/28/2026	3 Mo. T-Bill	3.485%	

5/28/2026	6 Mo. T-Bill	3.604%	
8/15/2026	9 Mo. T-Note*	3.539%	
11/15/2026	12 Mo. T-Note*	3.505%	
	(*Treasury-Note: Pays a semi-annual coupon, plus some appreciation for total YTM)		

DISCUSSION: Scott Henze stated that he had emailed Board members the proposed rates and although there were some responses, he did not feel as though there was a final conclusion and therefore he has added it for discussion today. Joe Semione noted that the highest % was 6 months but agreed with Mike Fitzgerald's comment that the rates will continue to drop. Joe Gillis concurred that the rates will continue to drop and that at the 6 month period they will be even lower.

MOTION: To renew T-Bill #1 for 12 months at the 3.505% rate.

MADE BY: Joe Semione

SECONDED: Sue Collins

DISCUSSION: None

VOTE: Unanimous

-----END OF AGENDA ITEM-----

### **C. Website Research Project Status:**

- Emery Designs completed the audit of the CRG, IDA and Visitor Bureau websites. Currently working on Workforce Development.
- Emery Designs submitted a draft report "*Unifying Economic Development & Tourism Web Experience Fulton County, NY*".
- Updated CDI Interview list sent to Betsy Emory.
- Betsy Emory making contact to those on the list to see who is willing to participate in the interviews.
- Betsy Emory developed the CDI Interview Questionnaire per category (Economic Development, Tourism, Workforce, and Housing).
- CDI Interview Questionnaire circulated to Executive Team for feedback.
- During the September 9, 2025 meeting, the IDA Board reviewed the questionnaires.
- Betsy Emory has completed thirteen (13) CDI interviews to date. Two (2) more interviews to be conducted by the end of the week.
- Betsy Emory has submitted a draft report on the Customer Development Interviews.
- \*See draft report.

DISCUSSION: Scott Henze circulated a copy of "Unifying Fulton County's Digital Experience" documents noting that it is the second portion of the overall project. He noted that the first phase of the project was for Emory Designs to perform an audit of the project websites to see where

sites overlap with one another and whether or not they are in keeping with their mission etc. He stated that based upon that work, and utilizing AI tools, Emory Designs drafted and submitted a report titled “Unifying Economic Development & Tourism Web Experience Fulton County, NY”. Scott Henze stated that the findings within that report identify that the best option is for a new Economic Development portal to be developed. Scott Henze stated that the second phase of the project and one that will validate the results of the first phase, was the Customer Development Interviews. He stated that this report is the draft findings. Scott Henze reviewed components of the report to include the Methodology and Cross-Cutting Insights. He stated that this entire project has been impacted greatly by AI. He noted that he was surprised that the County should be the business center. Scott Henze stated that he has sent the report to Ron Peters at the CRG. He stated that once the full report is complete, the Executive Group will meet again to discuss. Scott Henze stated that Betsy Emory also provided a draft cost proposal (\$50,000). He stated that the IDA did include dollars in the 2026 budget to implement the initiative. Greg Truckenmiller noted that FMCC solicited firms to revamp their website and noted that the proposal that Emory Designs provided is certainly in line noting that their received proposals in the \$60,000-\$150,000 range. Scott Henze noted that this would not only include the IDA website, but the four (4) other websites as well. Scott Henze noted that Fulton County has not budgeted for this in 2026 and does not feel as though the County will. He noted that the County utilizes its IT Department to maintain the County website. Scott Henze noted that once the Executive Committee meets and discusses how they would like to proceed, he would present to the County.

Joe Gillis questioned whether or not the current websites are simply advertising or are they bringing customers into the County noting that he measures the “bang for a buck” and at the moment does not know how that would be measured.

Joe Semione questioned what the timeline would be for the portal to be completed? Scott Henze noted 5-6 months. Joe Semione questioned when the project would commence? Scott Henze noted that once the final report is done and the groups agree on a path forward.

Kent Kirch questioned whether or not there was a discussion if the project could be split into phases? Scott Henze stated that there could be a possibility to do that.

-----END OF AGENDA ITEM-----

**D. PROJECT HALE CREEK PRESERVE, LLC APPLICATION (PROJECT # 1701-25-03A):**

a. Background:

- The City of Johnstown owns several parcels of land at the end of Prindle Avenue totaling 4.732+/- acres that include:

PARCEL
174.8-3-30
174.8-3-8
174.8-3-9
162.20-11-51

- The City of Johnstown recently amended the Zoning District for several of these properties from Public Use to Multi Family 1.
- The City of Johnstown Planning Board recently approved a 2-lot minor subdivision of lands of parcel 174.8-3-9 so that the Johnstown Community Center would be on its own lot.
- The City of Johnstown desires to have these properties developed into Senior Housing and is requesting that the IDA consider taking ownership of the properties in order to do so.
- In 2024, the City of Johnstown became the first municipality within Fulton County to be designated as a “Pro Housing” community under the State’s Pro Housing Communities Program.
- 5 Corners Development Corp. located in Saratoga Springs has expressed an interest in developing Senior Housing on the site.
- During the April 8, 2025 meeting, the IDA Board entertained a presentation by 5 Corners Development Corp. on developing Senior Housing on the Site.
- The IDA obtained an appraisal of the properties by Newmark Valuation & Advisory that included a Market Value in “As Is” condition at \$50,000.
- During that meeting, the IDA Board discussed the transaction that would take place transferring the property from the City of Johnstown to the IDA and entering into an Option Agreement with 5 Corners Development to develop the property for Senior Housing.

b. Property Transfer from City of Johnstown to IDA:

- On April 21, 2025, the City of Johnstown adopted Resolution No. 42 of 2025 Authorizing to execute a contract with to convey city-owned property to the IDA for the purpose of affordable Senior Housing.
- A Bargain and Sale Deed has been provided to the IDA.
- Property Transfer Agreement has been signed by the City of Johnstown and by the IDA.

c. Option Agreement between 5 Corners Development and IDA:

- Option Agreement has been executed.

d. 5CD City of Johnstown Site Plan Review:

- 5CD received approval of the 64 unit Senior Housing Initiative on Tuesday August 5, 2025.

e. 5CD Application to Homes and Community Renewal:

- 5CD reported that there have been significant changes to the application pertaining to income levels that they are working though.
- Submitted a PILOT Support letter to HCR in support of application.

f. Proposed PILOT Structure:

- **Originally, 5CD proposed a PILOT structure that is based upon a 30 year term and a \$500 price per unit with a built in escalator.**
- **During the November 18, 2025 meeting, Sumeet Gupta from 5CD attended and requested that the IDA consider PILOT based upon \$250/unit for the 64 units.**
- **The IDA Board agreed to the concept.**
- **City of Johnstown Mayor Amy Praught, also in attendance at that meeting agreed.**
- **The proposal was presented to the Superintendent of the Greater Johnstown School District on November 19, 2025. The Superintendent remains in support of the PILOT structure and project.**
- **This proposed PILOT structure is a deviation from the standard IDA PILOT.**

**DISCUSSION:** Scott Henze reviewed the information as identified within the agenda. Scott Henze noted that during the November meeting, Sumeet Gupta was present to discuss a revised PILOT structure based upon how HCR calculates income. Scott Henze noted that the Superintendent of the Greater Johnstown School District found value in the project bringing in the not for profit ICAN. Scott Henze stated that all of the taxing jurisdictions remain supportive. He stated that however, the PILOT structure is a deviation from the standard IDA PILOT.

g. Project Application:

- 5CD has submitted an application to the IDA.
- The Application Fee has been provided.
- The Project Application requests the following IDA benefit:

-	<u>Real Property Tax Exemptions</u>	:	\$74,312.00
-	<u>TOTAL</u>	:	\$74,312.00

- It is recommended that a Public Hearing be held. The Public Hearing is required to be held within the City of Johnstown.

h. Project Structure:

- Hale Creek Preserve, LLC will lease the property to the IDA.

- The IDA will lease the property back to Hale Creek Preserve, LLC.

i. Project Number:

- The project has been assigned Project Number 1701-25-03-A.

j. Project Review Criteria:

- Section 8 of the Project Application states that the IDA Board shall review the Project Application and utilize the following specific criteria for evaluating and determining whether to provide financial incentives to a proposed project:
  - a. Will the Project Create or Retain Jobs?
    - 1) The project will create five (5) new full-time jobs within two (2) years.
    - 2) The project will also retain one (1) full-time job.
    - 3) The project will also create 203 construction jobs.
  - b. What are the wages to be paid for the new jobs being created and the existing jobs being retained?

<b>Category of Jobs to be Retained and Created</b>	<b>Average Annual Salary Hourly Rate for New Job Created</b>	<b>Average Salary or Range of Salary for Jobs Retained</b>	<b>Average Fringe Benefits for New Jobs Created</b>	<b>Average Fringe Benefits for Jobs Retained</b>
Management	\$60,000	\$88,000	39% +/-	39% +/-
Professional	\$47,000	N/A	39% +/-	N/A
Administrative	\$54,000	N/A	N/A	39% +/-
Maintenance	\$55,000	N/A	29%	N/A
Independent Contractor	\$55,000	N/A	N/A	N/A
Community Manager	\$65,000	N/A	28% +/-	N/A

c. What is the Total Private Sector Investment?

- \$27,856,264 +/- Million

d. How Much Local Labor will be Utilized During Construction:

- Fulton County : 40% +/-

- Montgomery County : 40+-
- Outside of Fulton/Montgomery Counties : 123+-

e. How much will property values and property tax revenues increase for local taxing jurisdictions?

- The properties have been municipally owned for many years and has been tax exempt.

**DETERMINATION:** Based upon the answers provided to the Project Review Criteria, does the IDA Board determine that project Hale Creek Preserve is in keeping with the IDA's Mission?

**DISCUSSION:** Scott Henze reviewed the information from the submitted application as identified within the agenda. Joe Gillis questioned the PILOT dollar figure having a \$74,312 exemption. Kara Lais stated that that figure is the comparison of having the State Exemption under NYS Real Property Tax Law 581-a which the project would fall under. She noted that the developer can use the NYS exemption or request a PILOT. Joe Gillis questioned what the total savings would be for the 30 year PILOT. Kara Lais noted that she could provide that calculation for the Public Hearing.

Scott Henze noted that the applicant is only seeking the real property tax exemption and not the sales tax exemption due to the fact that as part of a successful grant award through HCR, the project would be eligible for sales tax exemptions.

Mike Fitzgerald noted that the project is restricted on what the developer can charge for rents noting that it is all based upon HCR come valuations for the area. He noted that there are also regulations on increasing the rent.

Kara Lais noted that the developer will have an agreement with HCR and if the developer does not stay in compliance with that agreement, then the IDA would also have reason to cease the exemption.

Joe Semione noted that he recalls that the income to rent ratio was 30% of the income. Mike Fitzgerald noted that the project will have various components to include persons with disabilities and noted that there could be a certain percent of the units that are based upon rents being 30% of the income and some units could be 50% of the income. He also noted that the developer is most likely using a low income housing credit.

Kara Lais noted that the developer does not want to move forward until such time that they receive an award from HCR.

Joe Semione questioned what amount of funding the developer needs to provide up front and on their own. Kara Lais stated that information is within the application.

Joe Gillis questioned the creation of 5 new jobs serving a 64 unit housing project. Greg Truckenmiller noted that the not for profit ICAN will be utilized that also provides wrap around services.

Mike Fitzgerald stated that it would be beneficial to find out what the % of incomes and other criteria mentioned is set at for the proposed project.

k. Public Hearing:

- It is proposed that a Public Hearing be scheduled for:

Tuesday  
January 6, 2026  
10:00 a.m.  
Fulton County Planning Department  
1 East Montgomery Street  
Johnstown, NY 12095

- Kara Lais has drafted a Resolution to schedule a Public Hearing to the proposed Hale Creek Preserve Project.
- \*See attached Resolution

DISCUSSION: Scott Henze asked Kara Lais to go over the draft resolution with the board.

MOTION: To accept the Hale Creek Preserve, LLC project application and to adopt a Resolution scheduling a public hearing related to the proposed Hale Creek Preserve, LLC Project 1701-25-03-A.

MADE BY: Greg Truckenmiller  
SECONDED: Joe Semione  
DISCUSSION: None  
VOTE: Unanimous

-----END OF AGENDA ITEM-----

**E. PROJECT NYK (NIAGARA) APPLICATION (PROJECT # 1701-25-01A):**

a. General Background:

- Niagara Bottling, LLC (NB) is proposing to construct a 362,440+/-S.F (Phase I) manufacturing and warehousing facility on 50+/- acres in the Tryon Technology Park.

- Niagara Bottling, LLC has also proposed a Phase II that will add an additional 149,560+/- S.F. at a later date.
- The project will utilize Reverse Osmosis technology to produce purified drinking water.
- NB produces their own bottles utilizing a blow molding technique.
- The overall project will include the construction of three (3) 66' high water solos and three (3) 61' high resign pellet silos.
- The facility is proposed to be constructed in two (2) phases and consist of:

PHASE	AREA (S.F.)	# OF BOTTLING LINES	# OF EMPLOYEES	WATER DEMAND (GPD)	SEWER DEMAND (GPD)
1	362,440	2	55	600,000	175,000
2	149,240	2	44	600,000	175,000
TOTALS	511,680	4	99	1.2M	350,000

b. Utilities:

Water

- Water to the project will be provided by the City of Gloversville Water Department.
  - Phase 2 will require upgrades to the water pump station and a water main.

Sewer

- Sewer Capacity will be via Fulton County Sewer District No. 4: Hales Mills and the Gloversville-Johnstown Joint Wastewater Treatment Facility.
  - Phase 2 will require upgrades to the wastewater pump station and 5,000+/- feet of force main (6" to 8").

Electric

- Electric will be provided via existing infrastructure for Phase 1.
  - National Grid will provide power for Phase 2 without additional infrastructure costs until a permanent power solution is online.
  - A FastNY Track C application has been submitted to NYS ESD to assist in funding the additional power.

Natural Gas

- Natural Gas will be provided via the existing 99psi gas line located at Tryon.
- ABW produces their own bottles utilizing a blow molding technique.

- The project will include the construction of three (3) 66' high water solos and three (3) 61' high resin pellet silos.
- c. Hours of Operation:
  - The facility will operate 24 hours a day, 7 days a week year round.
  - 4 rotating shifts (2 per day).
- d. Truck Traffic:
  - Phase 1 will consist of 3-4 truck trips per hour (6-8 vehicle trips) throughout a 24 hour cycle
  - Phase 2 will consist of 6-8 truck trips per hour (12-16 vehicle trips) throughout a 24 hour cycle.
  - Signage will be installed directing trucks onto CR 107, CR 158 and NYS Route 29 as the preferred truck route.
  - A 4-way stop will be incorporated at the intersection of CR 107 and Sacandaga Road.
- e. Town of Perth Review:
  - Tryon is located within the Town of Perth Business Technology Zone (BTZ).
  - July 28, 2025 - Planning Board commenced the review of the Site Plan.
    - Commenced SEQR
    - Scheduled Public Hearing
  - August 14, 2025 - ZBA considered area variance for the six (6) silos and façade that exceeded 40 foot height regulation.
  - August 20, 2025 - Planning Board continued the review of the Site Plan.
    - Opened Public Hearing (left open).
  - September 15, 2025 - Planning Board:
    - Closed the public hearing.
    - Completed SEQR
    - Approved the site plan.
  - Niagara Bottling required a Site Plan Amendment with the Town of Perth Planning Board for the following:
    - Cooling Tower
    - Water Storage Tank
    - Relocation of Soils
    - Location of onsite customer-owned substation.
  - A revised SEQR EAF was circulated to Involved and Interested Agencies on the amendments.

- **The Town of Perth Planning Board met on December 1, 2025 and approved the proposed amendments.**
- **The Town of Perth ZBA will meet on December 18, 2025 to review an area variance for the cooling tower.**

f. 239-m Review:

- Since the project is located within 500 feet of a County Highway, the project was sent to the County Planning Board for a 239-m review.
- The County Planning Board met on August 19, 2025 and recommended approval with modifications to include wayfinding signage and the addition of a 4-way stop at CR 107 and Sacandaga Road.

g. Tryon Technology Park Design Standards:

- During the September 9, 2025 meeting of the IDA, the IDA Board gave a conditional approval of the Site Plan per the Tryon Technology Park Design Standards.
  - Condition: Issuance of a Negative Declaration under SEQR by Perth Planning Board.

h. Project Application:

- Niagara Bottling has submitted an application to the IDA.
- The Application Fee has been provided.
- The Project Application requests the following IDA benefits:

- Real Property Tax Exemptions	:	\$3,430,005
- <u>Sales Tax Exemptions</u>	:	<u>\$6,440,000</u>
- <u>TOTAL</u>	:	<u>\$9,870,005</u>
- Since the total benefits exceed \$100,000, a Public Hearing was required to be held within the Town of Perth.

i. Project Structure:

- Niagara Bottling, LLC will lease the property to the IDA.
- The IDA will lease the property back to Niagara Bottling, LLC.

j. Project Number:

- The project has been assigned Project Number 1701-25-01-A.

k. Project Review Criteria:

- Section 8 of the Project Application states that the IDA Board shall review the Project Application and utilize the following specific criteria for evaluating and determining whether to provide financial incentives to a proposed project:
  - a. Will the Project Create or Retain Jobs?
    - 4) The project will create fifty (50) new full-time jobs within two (2) years.
    - 5) The project will also create construction jobs.
  - b. What are the wages to be paid for the new jobs being created and the existing jobs being retained?

Category of Jobs to be Retained and Created	Average Annual Salary Hourly Rate for New Job Created	Average Salary or Range of Salary for Jobs Retained	Average Fringe Benefits for New Jobs Created	Average Fringe Benefits for Jobs Retained
Management	13 @ \$55.00/hr		21%+/-	
Professional				
Administrative				
Production	37 @ \$28.00/hr*		21%+/-	
Other				

\*Includes OT time

c. What is the Total Private Sector Investment?

- \$165+/- Million
- d. How Much Local Labor will be Utilized During Construction:

- Fulton County : 20-25+/-
- Montgomery County : 20-25+/-
- Outside of Fulton/Montgomery Counties : 110-150+/-

e. How much will property values and property tax revenues increase for local taxing jurisdictions?

- The property within the Tryon Technology Park is owned by the IDA and is tax exempt.
- Prior to the IDA's ownership in 2014, the property was owned by the NYS Department of Social Welfare beginning in 1965.
- The property has been tax exempt since 1965.
- A new parcel will be created for the 50 acre lot that Niagara will own creating new property tax revenues for Fulton County, Town of Perth and Broadalbin-Perth School District.

1. October 14, 2025 Meeting of the IDA:

- During the October 14, 2025 meeting, the IDA Board reviewed the above application information and determined that project NYK Niagara Bottling, LLC was in keeping with the IDA's Mission.
- The IDA Board adopted a resolution scheduling a Public Hearing for November 5, 2025 at 10:00 a.m. at the Town of Perth Municipal Complex.
- The Public Hearing was held. There were no speakers.

m. Project Updates:

**Broadalbin Perth Central School District PILOT:**

- Scott Henze met with Stephen Tomlinson, Superintendent of the Broadalbin Perth School District in regards to the proposed School PILOT on October 30, 2025. The Superintendent requested that the following be considered:
  1. **20% of the total value of the School PILOT be paid as a Host Community Benefit Gift.**
  2. **That the remaining years of the PILOT payments be standardized.**
- Niagara Bottling has agreed to this PILOT structure.

**Town of Perth PILOT:**

- Scott Henze met with the Town of Perth Supervisor to discuss the proposed Town PILOT. The Supervisor requested that the following be considered:
  1. **A \$150,000 Host Community Benefit Gift be provided to the Town as part of the Town PILOT.**
- Niagara Bottling has agreed to this PILOT structure.

- The proposed PILOT structure is a deviation from the standard IDA PILOT.

**NYS ESD Grants:**

- A revised application has been submitted for FastNY Track C funding that will include the following upgrades to the Tryon Technology Park:
  1. Upgraded Water Pump Station pumps and waterline.
  2. Upgraded Sewer Pump Station pumps and sewerline.
  3. Site soil relocation to the 115 acre lot.
- A Letter of Intent was submitted to NYS ESD's NY's PowerUp! Grant that is being proposed to fund new power transmission to support the buildout of the Tryon Technology Park.

**DISCUSSION:** Scott Henze reviewed the background information as identified within the agenda noting the various negotiations with the taxing jurisdictions. He noted that the idea of a Community Benefit Gift is one that provides the taxing jurisdictions with flexibility as to how the gift dollars is to be used, unlike the Towns real property tax.

He noted that the B-P School District has been working toward implementing a construction trades program whereby they will convert six (6) existing classrooms into a new construction trades classroom and purchase a heavy equipment simulator as part of their project. Scott Henze noted that as part of the PILOT, the School District is requesting a standardized yearly PILOT payment so that they know each year what the payment will be.

He noted that the Town of Perth will be converting an existing underutilized basketball court into three (3) pickleball courts. He stated that this is a popular recreation game for seniors noting that the court is located directly behind the Town's Senior Center. Scott Henze noted that Niagara is not required to provide the gift however gave praise to Niagara for agreeing to the concept terms. Scott Henze noted that when he met with Niagara for the first time in the spring Niagara noted that they are a company that likes to become involved in the community and if there were any suggestions in how to do so Niagara would be interested in becoming involved. Scott Henze stated that he never forgot that and the gift concept originated from that comment. He stated that the gift comes off the top of what the overall 10-year PILOT would be for the taxing jurisdiction.

Joe Gillis questioned whether or not this concept was done in other Counties? Scott Henze stated that it has.

Scott Henze noted that Kara Lais will also draft the Community Host Benefit agreements between the taxing jurisdiction and Niagara.

Scott Henze reviewed the grant application information as identified within the agenda. He noted that if the IDA is successful with both applications, Adam Winstanley has noted that the 115 acre lot will be the best site in the Northeast. Joe Gillis questioned whether or not the fill to be moved will be coming from offsite? Scott Henze stated that the project will cut soils from one site and deposit the fill on the 115 acre site.

Scott Henze stated that the IDA will take the lead on the three (3) project components per the FastNY application indicating that the IDA will need to bid out each of the projects etc. He stated that the IDA should hear about the FastNY application by the end of the week. He noted that the PowerUp application is specific only to bringing in new transmission level power to the park.

Scott Henze asked Patrick Drinen (Niagara on Zoom) whether or not he had any questions or comments. Patrick Drinen noted that Niagara would be selecting a contractor soon and asked when the sales tax exempt certificate could be issued. Kara Lais noted that it could be issued soon.

n. Adopting Resolution:

- Kara Lais has drafted a Resolution to take action on providing benefits to the project NYK Niagara Bottling, LLC expansion project.
- \*See attached Resolution

DISCUSSION: Kara Lais reviewed the resolution with the Board.

MOTION: To adopt a Resolution taking certain actions in support to the proposed NYK Niagara Bottling, LLC Project 1701-25-01-A.

MADE BY: Mike Fitzgerald

SECONDED: Joe Gillis

DISCUSSION: None

VOTE: Unanimous

-----END OF AGENDA ITEM-----

**F. DECKER DRIVE, LLC EXPANSION PROJECT APPLICATION (PROJECT # 1701-25-02A):**

a. General Background:

- The Company currently occupies offices within the City of Johnstown at 55 East Main Street Suite 210.
- The Company was established in 2013.

- The Company specializes in the renewable energy field.
- The Company currently employs 21 people.

b. Proposed Expansion Project:

- The Company has indicated that they have experienced strong growth and cannot expand at its current location and therefore would like to purchase an existing 12,000+/- SF building on 2.6 acres in the Crossroads Park.
- The company will renovate the existing building to suit its needs and construct a 5,000+/- SF addition to the existing facility.
- The total project cost would be approximately \$4,700,000.

c. City of Gloversville Review:

- Application materials have been submitted to the Code Enforcement Office.
- The Code Enforcement Office has determined that the Company will need to go through the Site Plan Review process with the City Planning Board.
- **The City of Gloversville Planning Board met on December 4, 2025. The Board completed SEQR and approved the application.**

d. SEQR:

- SEQR will be conducted by the City of Gloversville Planning Board.
- The IDA will be named as an Involved Agency via the coordinated SEQR review since the IDA has an approval authority issuing benefits.
- The IDA will accept the Planning Boards determination of significance.
- The IDA's final approval of Decker Drive, LLC's application will be conditioned on a Negative Declaration determination by the City Planning Board.
- The City of Gloversville Planning Board commenced the review of the application during their November 4, 2025 meeting commencing SEQR coordination and set a Public Hearing for their December 2, 2025 meeting.
- **The City of Gloversville Planning Board met on December 4, 2025. The Board completed SEQR and approved the application.**

e. Project Application:

- Decker Drive, LLC has submitted an application to the IDA requesting financial benefits.
- The Application Fee has been provided.
- The Project Application requests the following IDA benefits:

- Real Property Tax Exemptions	:	\$306,660.00
- Sales Tax Exemptions	:	\$120,000.00
- <u>Mortgage Recording Tax</u>	:	\$ 31,500.00
TOTAL	:	\$458,160.00

- Since the total benefits exceed \$100,000, a Public Hearing will be required to be held within the City of Gloversville.

f. Project Structure:

- Decker Drive, LLC will lease the property to the IDA.
- The IDA will lease the property back to Decker Drive, LLC.

g. Project Number:

- The project has been assigned Project Number 1701-25-02-A.

h. Project Review Criteria:

- Section 8 of the Project Application states that the IDA Board shall review the Project Application and utilize the following specific criteria for evaluating and determining whether to provide financial incentives to a proposed project:
  - a. Will the Project Create or Retain Jobs?
    - 1) The project will create four (4) new full-time jobs within two (2) years.
    - 2) The project will also create construction jobs.

b. What are the wages to be paid for the new jobs being created and the existing jobs being retained?

Category of Jobs to be Retained and Created	Average Annual Salary Hourly Rate for New Job Created	Average Salary or Range of Salary for Jobs Retained	Average Fringe Benefits for New Jobs Created	Average Fringe Benefits for Jobs Retained
Management				
Professional				

Administrative	\$92,000	\$154,000	\$26,000	\$43,000
Production				
Other				

c. What is the Total Private Sector Investment?

- \$3,800,000

d. How Much Local Labor will be Utilized During Construction:

- Fulton County : 5+/-
- Montgomery County : 5+/-
- Outside of Fulton/Montgomery Counties: 15+/-

e. How much will property values and property tax revenues increase for local taxing jurisdictions?

- The property is currently exempt from property tax.
- The property will now be placed onto the tax rolls generating property tax revenues for Fulton County, City of Gloversville and Greater Johnstown School District.

f. October 14, 2025 Meeting of the IDA:

- **During the October 14, 2025 meeting, the IDA Board reviewed the above information and determined that the Decker Drive Expansion Project was in keeping with the IDA's Mission.**
- **The IDA Board adopted a resolution scheduling a Public Hearing for November 5, 2025 at 11:30 a.m. at the Fulton County Center for Regional Growth Offices in the City of Gloversville.**
- **The Public Hearing was held. There were no speakers.**

g. Project Updates:

- Scott Henze met with Alicia Koster, Superintendent of the Greater Johnstown School District on October 20, 2025 in regards to the proposed PILOT. She was in support of the project.
- The City of Gloversville Planning Board identified that the project may require an additional fifteen (15) parking spaces to be provided per the City's Zoning Regulations.
- The Wesson Group is considering the purchase of additional adjacent acreage from the IDA in order to comply with the parking requirements.

h. Adopting Resolution:

- Kara Lais has drafted a Resolution to take action on providing benefits to the Decker Drive, LLC expansion project.
- \*See attached Resolution

DISCUSSION: Scott Henze reviewed the information as identified within the agenda noting that the IDA does not have a quorum of members present to act on the project application at this time. He noted that he had informed the Wesson Group of this and they have no issues with waiting until the January 13, 2026 meeting.

MOTION: To adopt a Resolution taking certain actions in support to the proposed Decker Drive, LLC Expansion Project 1701-25-02-A.

MADE BY:

SECONDED:

DISCUSSION:

VOTE:

-----END OF AGENDA ITEM-----

**G. NATIONAL GRID INGHAMS TO ROTTERDAM TRANSMISSION UPGRADE PROJECT:**

- National Grid will be reconstructing their 115kV transmission line from their existing Inghams Substation in Manheim, NY to the existing substation in Rotterdam, NY.
- National Grid has contracted with Canacre to assist them in securing land easements as part of the upgrade project.
- Canacre has identified a 20-acre lot (Lot A) located in the Johnstown Industrial Park as an ideal location to serve as a temporary marshaling (laydown) yard.
- Canacre would also like to include two (2) additional adjacent lots identified as Lot B and Lot C.
- The 20-acre lot is owned by the IDA.
- The Lease Term would include 40+- months (November 1, 2026-February 28, 2030).
- Canacre has had a market study performed in order to provide a Lease Price for the lease of the entire 20-acre lot to include Lots B and C.
- The Market Study identifies a Lease Price of \$293,232.
- The IDA and the City of Johnstown entered into an Intermunicipal Agreement for properties sold or leased within the Johnstown Industrial Park.
- 93% of all proceeds go to the City. The remaining 3% are retained by the IDA.

- In order for the IDA to consider leasing the property to Canacre, the IDA is required to have a commercial appraisal performed.
- A proposal has been requested and provided by CBRE to perform a commercial appraisal based upon a monthly lease for a term of approximately 40 months.
- The cost of the appraisal is \$3,500.
- **During the November 18, 2025 meeting, the IDA Board agreed to contract with CBRE to have the appraisal done on the property at a cost not to exceed \$3,500 with 50% being paid by the City of Johnstown.**
- **Scott Henze notified CBRE on November 19, 2025.**
- **CBRE responded on December 2, 2025 to discuss the appraisal.**
- **The appraisal will be based upon a yearly land rent.**
- **The appraisal will be completed prior to the January 13, 2026 meeting of the IDA.**
- **Learned that Parcel C was not a part of the transaction between the City of Johnstown and IDA when the Johnstown Industrial Park was established.**
- **Parcel C was purchased by the IDA directly from a private land owner in 1998.**

**DISCUSSION:** Scott Henze reviewed the background information as identified within the agenda. Scott Henze noted that Jim Mraz had informed him that Parcel C was purchased by the IDA and not a part of the Intermunicipal Agreement (IMA) with the City of Johnstown. He stated that he informed Mayor Praught of this and she finds it to be acceptable. Joe Gillis questioned whether or not the IDA would receive a 3<sup>rd</sup> of the lease payment. Scott Henze stated that the IMA between the City and the IDA identifies that for any lot sale or lease payments, the City will receive 93% and the IDA would receive 7%. He stated that in this scenario with Lot C, the IDA will receive 100% of that lease. He noted that he will calculate the overall lease payment and come up with a per acre cost to determine the breakdown.

-----END OF AGENDA ITEM-----

## **VI. NEW BUSINESS:**

### **A. CROSSROADS PARK MARKETING:**

#### **1. Background:**

- In 2024, the IDA chose to execute a Listing Agreement for 1-year with Colleen Ioele-DeCristofaro of Howard Hannah to market 25+- acres of land within the Crossroads Park for housing.
- The Listing Agreement was due to expire on April 11, 2025.

- At the April 8, 2025 meeting, the consensus of the IDA was to re-list the property with Colleen Ioele-DeCristofaro at Gateway Realty Solutions for a 12-month term.

2. **Listing Price:**

- The original listing price for the 25 acres was \$595,000.
- The listing price was then reduced to \$550,000.
- **At the September meeting of the IDA, Colleen Ioele-DeCristofaro discussed reducing the listing price again. The IDA Board agreed to reduce the list price to \$375,000.**

3. **Conflict:**

- **Colleen Ioele-DeCristofaro was recently elected to serve as a County Supervisor to the City of Johnstown.**
- **On January 2, 2026, Colleen will be officially sworn in.**
- **County Attorney Jason Brott is requesting that the IDA remove Colleen and Gateway Realty Solutions as the listing agent/firm due to a conflict of interest.**
- **Per the executed Exclusive Right to Sell Listing Agreement, if within sixty (60) days after the expiration of the Listing Period, the Owner accepts a purchase offer on the property from any person whom the Property has been shown during the listing period, Owner will pay the Listing Broker compensation.**
- **It is recommended that the IDA Board agree upon the following list of interested parties:**

1.

- **How does the IDA Board wish to proceed with relisting the property?**

DISCUSSION: Scott Henze reviewed the background information as identified in the agenda. Scott Henze noted that Colleen was not able to supply the list of persons to include in time for the meeting. Kara Lais noted that if the IDA Board finds it acceptable, they could provide the Executive Director with the authority to determine the list with Colleen Ioele-DeCristofaro.

Joe Gillis questioned how many persons/firms would be on the list? Scott Henze noted that it could be up to five (5) noting that last week he met with a perspective developer who has a high level of interest.

Joe Semione questioned whether or not the IDA would engage within another realtor at this time? He noted that originally the IDA solicited proposals from Caldwell Banker and Howard Hannah noting that Caldwell Banker did not submit a proposal.

Joe Gillis questioned whether or not the contract could stay within Gateway Realty Solutions under a different realtor. Scott Henze stated that County Attorney Jason Brott indicated that that would not be acceptable and a conflict.

Joe Semione suggested that Caldwell Banker and Howard Hannah be re-engaged again.

Sue Collins suggested that the IDA hold off until after the 60 days expires. The Board agreed with the approach.

MOTION: To release Colleen Ioele-DeCristofaro and Gateway Realty Solutions from serving as listing agent and firm to the IDA's marketing efforts to the Crossroads Park as of 5:00 P.M. December 31, 2025 and to authorize Executive Director Scott Henze and Colleen Ioele-DeCristofaro to determine the list of persons whereby compensation would be provided per Section 13(A)(4)(d) of the executed Exclusive Right to Sell Listing Agreement.

MADE BY: Joe Semione  
SECONDED: Greg Truckenmiller  
DISCUSSION: None  
VOTE: Unanimous

-----END OF AGENDA ITEM-----

**B. CONSULTANT AGREEMENT:**

- Carol Ellis is the current CFO to the IDA.
- Carol Ellis informed the Executive Director that she no longer desires to be the CFO in 2026.
- Melinda VanPatten in the Planning Department desires to serve as the IDA's CFO in 2026.
- Carol Ellis and Melinda VanPatten have been coordinating the CFO duties, however the Executive Director is recommending that Carol Ellis serve as a consultant to the IDA to assist in the transition of the CFO duties to Melinda VanPatten.
- Carol Ellis has agreed to do so.
- The IDA Board included \$2,000 in the 2026 Budget for Consultant services.
- The Executive Director has developed an agreement between the IDA and Carol Ellis to provide this services. \*See attached agreement.

DISCUSSION: Joe Semione asked how much assistance Carol Ellis has been providing to date. Scott Henze noted that Carol is working with Melinda on CFO duties.

MOTION: To authorize a consultant agreement with Carol Ellis for CFO Services to the IDA in 2026 at a cost not to exceed \$2,000.

MADE BY: Sue Collins  
SECONDED: Mike Fitzgerald  
DISCUSSION: None  
VOTE: Unanimous

-----END OF AGENDA ITEM-----

**C. INVOICE FROM FITZGERALD, MORRIS, BAKER, FIRTH (FMBF):**

- IDA received an invoice dated December 1, 2025 from FMBF for general services to the IDA in the amount of \$7,068.00.

DISCUSSION: None

MOTION: To authorize a payment in the amount of \$7,068.00 to Fitzgerald, Morris, Baker, and Firth for legal services provided in 2025.

MADE BY: Joe Semione  
SECONDED: Sue Collins  
VOTE: Unanimous

**D. INVOICE FROM JAMES ESPER LANDSCAPE**

- A Request for Quotes (RFQ) was distributed to three (3) companies/individuals for lawn services at the Tryon Technology Park in 2025.
- The number of mowing's will remain the same as previous years however the area to mow has decreased since the IDA transferred property within Tryon to Fulton County Sewer District No.4: Hales Mills.
- Quotes were received on April 30, 2025.
- Previous Year Costs:

2014	:	\$5,160	:	Greenscapes
2015	:	\$8,820	:	Evergreen
2016	:	\$7,520	:	Greenscapes
2017	:	\$8,500	:	James Esper
2018	:	\$10,700	:	James Esper
2019	:	\$8,934	:	Evergreen
2020	:	\$6,480	:	Greenscapes
2021	:	\$6,628	:	Evergreen
2022	:	\$6,340	:	James Esper
2023	:	\$7,440	:	James Esper
2024	:	\$7,990	:	James Esper*

\*Increased number of finish mowing's from 9 to 11.

- Winstanley Enterprises has agreed to reimburse the IDA for the cost of mowing in 2025.

- The following quotes were received:

TYPE OF MOWING	# OF MOWINGS	QUOTE PER MOWING	TOTAL QUOTE
Finish Mowing (Areas shown in Purple on Exhibit 1)	10	Evergreen - \$648	\$6,480
		Esper - \$310	\$3,100
Brush Hog (Areas shown in Yellow on Exhibit 1)	3	Evergreen - \$1,875	\$5,625
		Esper - \$780	\$2,340
Brush Hog (Areas shown in Green on Exhibit 1)	2	Evergreen - \$1,700	\$3,440
		Esper - \$1,000	\$2,000
Weeding/Mulch at sign	1	Evergreen - \$465	\$465
		Esper - \$550	\$550
<b>Total</b>		<b>Evergreen</b>	<b>\$16,010</b>
		<b>Esper</b>	<b>\$7,990</b>

- An invoice was received from James Esper Landscape on December 3, 2025 to pay for lawn mowing services at the Tryon Technology Park.
- The invoice was sent to Winstanley Enterprises for reimbursement.

MOTION: To authorize a payment in the amount of \$7,990.00 to James Esper Landscape for 2025 mowing services at the Tryon Technology Park.

MADE BY: Sue Collins

SECONDED: Greg Truckenmiller

DISCUSSION: None

VOTE: Unanimous

## **VII. IDA TRAINING:**

### **1. ABO Public Authority Website Transparency Reviews**

- The ABO issued a Special Report on October 30, 2025 of Website Transparency Reviews conducted in years 2021-2024.
- The FCIDA was not one of the 29 IDA's reviewed.
- Executive Director is verifying compliance with the criteria.
- Below is the checklist of ABO IDA Transparency Reviews:

## **Appendix C – ABO Transparency Review Checklist (IDAs only) Information To Be Posted on Public Authority's Website**

Mission Statement

Enabling Statute

By-laws  
Code of Ethics  
Conflict of Interest Policy  
Whistleblower Policy  
Organization Chart – including, at a minimum, the IDA's executive structure and major organizational units  
Report on Operations and Accomplishments – including a description of the Authority's operations, completed and active projects, as well as any material changes in Authority operations and programs  
List of IDA Board Members - including appointing entity, appointment dates, and term  
Each IDA board member's current employment and professional background  
List of Committees and Committee Members  
Executive Management Team - including professional background and qualifications  
Authority Performance Measures  
Annual Performance Evaluation indicating status of Performance Measures  
Authority Schedule of Debt (including conduit debt)  
Management's Assessment of the Authority's Internal Control Structure and Procedures - including a description of operating and financial risks and any policies to mitigate risk  
Board meeting schedule  
Board meeting notice  
Board agendas  
Board packets  
Board meeting minutes  
Board meeting webcasting and video recordings  
Board resolutions  
Committee meeting schedule  
Committee meeting notice  
Committee meeting agendas  
Committee meeting packets  
Committee meeting minutes  
Committee meeting webcasting and video recordings  
Annual Budget Report and details of 4-year financial plan  
Annual Independent Certified Financial Audit  
Independent Auditor's Report on Internal Controls over Financial Reporting  
Independent audit management letter (if none it should be stated)  
List of grants provided (if applicable) - including grant recipient's name and address, the purpose of the grant, date awarded, and amount awarded  
List of loans provided (if applicable)- including borrower's name and address, loan purpose, date awarded, amount issued, term of the loan, repayment status, principal repaid and amount outstanding as of the end of the fiscal year  
List of bonds issued (if applicable) - including bond recipient's name, amount of bonds issued, purpose of bonds, and current amount outstanding as of the end of the fiscal year  
List of active IDA projects, including the current year's financial assistance (tax exemptions received and PILOT payments made) and existing jobs  
Assessment of the progress of each active project  
Standard Application form  
Applications for all active projects

Resolutions for all active projects  
Project Agreements - including PILOT agreements (if applicable) for all active projects  
Uniform Evaluation Criteria and Selection Policy  
Uniform Tax Exemption Policy  
Policies for the Suspension, Discontinuance or Modification of Financial Assistance  
Recapture Policy - including policies for return of all or part of financial assistance provided (PILOT and tax exemptions) when a material violation occurs  
Annual Compliance Report Regarding State Sales Tax Recaptures (ST-62)  
Property Acquisition Policies  
Property Disposition Policies  
List of Real Property owned by the Authority  
Personal Property Transactions  
Real Property Transactions  
Policies for the procurement of all goods and services  
Annual Procurement Report  
Authority's Procurement Officer  
Investment Policies  
Annual Investment Report - including the investment audit results and management letter, record of investment income, list of fees paid for investment services, and explanation of any amendments to the Investment Policy  
Fee Schedules (if applicable) of any service or administrative fees charged  
Current Year Official Statements or similar bond documents

**DISCUSSION:** Scott Henze noted that he has created a spreadsheet of the required information that should be located on the IDA's website. He stated that he will report to the Board the results at the next meeting. Joe Semione asked if the agreement with Emory Designs would cover the cost of any updates. Scott Henze noted that he believes that it would.

### **VIII. OTHER BUSINESS:**

- Responses to recent RFI's:
  1. Project Vector
    - Winstanley Enterprises responded to an RFI forwarded by Ron Peters at the CRG requesting site information for a proposed semiconductor manufacturing company that is looking for a site that would either provide a building or offer a build to suit site for a 60,000 SF building.
    - A response by Winstanley Enterprises was provided on December 2, 2025.
    - See attached RFI request.

**DISCUSSION:** Scott Henze Reviewed the information as identified in the agenda noting that he will be providing information to the Board on new requests.

2. Foreign Food Manufacturer

- Winstanley Enterprises responded to an RFI requesting site information for a foreign food manufacturer that is looking for a 10+- acre site that could accommodate a 54,000 SF building with expansion up to 150,000 SF.
- A response by Winstanley Enterprises was provided on December 2, 2025.
- See attached RFI request.

DISCUSSION: No discussion.

**IX. EXECUTIVE SESSION:**

1. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:
  - i. matters which will imperil the public safety if disclosed;
  - ii. any matter which may disclose the identity of a law enforcement agent or informer;
  - iii. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
  - iv. discussions regarding proposed, pending or current litigation;
  - v. collective negotiations pursuant to article fourteen of the civil service law;
  - vi. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
  - vii. the preparation, grading or administration of examinations;
  - viii. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

IDA ACTION:

MOTION: To go into Executive Session for \_\_\_\_\_.

MADE BY:  
SECONDED:  
DISCUSSION:  
VOTE :  
TIME :

MOTION: To go out of Executive Session.

MADE BY:  
SECONDED:  
DISCUSSION:  
VOTE:  
TIME:

**X. NEXT MEETING:**

- Next regularly scheduled meeting is the IDA's annual meeting and will be held at 4:00 P.M. on January 13, 2026 followed by dinner at Union Hall.
- Additional invites?

**XI. CLOSE MEETING:**

MOTION: To close the meeting at 9:38 a.m.  
MADE BY: Sue Collins  
SECONDED: Greg Truckenmiller  
DISCUSSION: None  
VOTE: Unanimous

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