MINUTES
PROJECT DEVELOPMENT COMMITTEE MEETING
Thursday, December 15, 2016 – 10:00 AM
Dulles State Office Building – CR 100, 1st Floor
Watertown, New York

The Development Authority of the North Country Project Development Committee met in regular session at the Dulles State Office Building, Conference Room 100, 1st Floor, Watertown, New York on Thursday, December 15, 2016 at 10:00 AM.

Committee Members Present
Alex MacKinnon, Chairman
Margaret Murray
James Hollenbeck
Stephen Hunt
Thomas Hefferon

Other Board Members Present
Gary Turck, Chairman, BOD
John B. Johnson, Jr.
Fredrick Carter
Alfred Calligaris

Committee Members Absent
Mary Dooney

Staff Present
James W. Wright, Executive Director
Thomas Sauter, Deputy Executive Director
Michelle Capone, Director, Regional Development
Carl Farone, Comptroller
Patricia Pastella, Manager, Water Quality
Carrie Tuttle, Director, Engineering
Richard LeClerc, Manager, Materials Management
JoAnne Yaddow, Executive Assistant
Angela Marra, Administrative Associate

1. Chairman MacKinnon opened the meeting at 10:03 AM and turned the meeting over to M. Capone.

2. Resolution No. 2016-12-134 authorizes the Executive Director to execute a Grant Agreement with Empire State Development for recapitalization of the North Country Transformational Tourism Fund.

   Upon a motion by J. Hollenbeck, and seconded by M. Murray, Resolution No. 2016-12-134, Authorizing Executive Director to Execute Grant Agreement with Empire State Development for Recapitalization of the North Country Transformational Tourism Fund, was passed, with S. Hunt abstaining from the vote.
3. Resolution No. 2016-12-135 approves a Professional Services Agreement with the Village of Massena to implement an Affordable Housing Corporation (AHC) Program in an amount not to exceed $40,000. The Authority will provide grant administration and program delivery services.

Upon a motion by M. Murray, and seconded by J. Hollenbeck, Resolution No. 2016-12-135, Approving Professional Services Agreement Between the Development Authority of the North Country and the Village of Massena to Implement an Affordable Housing Corporation (AHC) Program, was unanimously approved.

4. Resolution No. 2016-12-136 authorizes a Memorandum of Understanding with area Economic Development agencies for development and implementation of a regional marketing program for “Drum Country Business.”

Upon a motion by J. Hollenbeck, and seconded by M. Murray, Resolution No. 2016-12-136, Authorizing a Memorandum of Understanding with Area Economic Development Agencies for Development and Implementation of a Regional Marketing Program for Business Attraction Purposes “Drum Country Business,” was unanimously approved.

5. Resolution No. 2016-12-137 approves a six month extension for an Affordable Rental Housing Program Loan to Jefferson LeRay LLC for a balloon amount of $1,567,168.44 at a loan rate of 4.5%.

Upon a motion by J. Hollenbeck, and seconded by M. Murray, Resolution No. 2016-12-137, Approving Six Month Extension for Affordable Rental Housing Program (ARHP) Loan to Jefferson LeRay LLC, was unanimously approved.

6. Resolution No. 2016-12-138 ratifies a loan issued through the Regional Tourism Transformational Community Revolving Loan Fund in the amount of $30,600 for a term of up to ten years at a loan rate of 1%.

Upon a motion by F. Carter, and seconded by S. Hunt, Resolution No. 2016-12-138, Ratifying Loan Issued Through Regional Tourism Transformational Community Revolving Loan Fund, was unanimously approved.

7. The meeting was adjourned at 10:09 AM.

Respectfully submitted,

Alex MacKinnon
Chairman, Project Development Committee