MINUTES
PROJECT DEVELOPMENT COMMITTEE MEETING
Thursday, December 10, 2015 – 10:45 AM
Conference Room 100, 1st Floor
Dulles State Office Building, Watertown, New York

The Development Authority of the North Country Project Development Committee met in regular session in Conference Room 100, 1st Floor, Dulles State Office Building, Watertown, New York on Thursday, December 10, 2015.

Committee Members Present
Richard Lucas, Chairman
William Archer
Mary Doheny
James Hollenbeck

Committee Members Absent
Thomas Heffernon
Margaret Murray
Alex MacKinnon

Staff Present
Thomas Sauter, Deputy Executive Director
Michelle Capone, Director, Regional Development
Nicholas Moulton, Administrative Assistant

1. Chairman Lucas called the meeting to order at 10:50 AM and turned the meeting over to M. Capone.

2. Resolution No. 2015-12-127 establishes a Project Review Committee for the North Country Redevelopment Fund. The Project Review Committee will be comprised of a representative from Empire State Development, a representative from the North Country Regional Economic Development Council, and a representative from the Development Authority Board.

   Upon a motion by W. Archer, and seconded by J. Hollenbeck, Resolution No. 2015-12-127, Establishing Project Review Committee for the North Country Redevelopment Fund, was unanimously approved.

3. Resolution No. 2015-12-128 authorizes the Executive Director to submit an application to the Empire State Development in the amount of $100,000 to support local government planning and coordination with Fort Drum authorities. These were funds made available through last year’s budget and are slated for the communities with bases that need additional support to maintain their installations. The Authority applied for funding for the Community Planner position. With Fort Drum’s Planning Office downsizing, the liaison position has been eliminated. The Authority hired Hartley Bonisteel-Schweitzer to be the liaison between Fort Drum Garrison and the
communities. The $100,000 grant allows the Executive Director to apply for funds and to execute the Agreement.

Upon a motion by J. Hollenbeck, and seconded by W. Archer, Resolution No. 2015-12-128, Authorizing Empire State Development Grant for Fort Drum Base Retention Economic Support, was unanimously approved.

4. The Development Authority had been approached by the Village of Massena for planning and housing issues prior to the announcements of Alcoa downsizing and the second announcement that 500 of those jobs are being retained. This resolution allows the Authority to enter into agreement for a targeted recruitment effort in Massena and authorizes a contract with Gruber Phillips to conduct a targeted marketing campaign to recruit Value Added Aluminum companies to St. Lawrence County. An additional $18,000 will be appropriated to the Regional Development Budget for the retention of the consulting firm facilitated through an amendment to the FY 2015-2016 budget.

Upon a motion by W. Archer, and seconded by J. Hollenbeck, Resolution No. 2015-12-129, Authorizing a Targeted Business Recruitment Effort for Massena Redevelopment, was unanimously approved.

5. T. Sauter stated Resolution No. 2015-12-130 authorizes participation with the St. Lawrence County Industrial Development Agency Local Development Corporation in the Alcoa Vendor Diversification Program. Funds in the amount of $36,000 will be authorized from the Regional Development budget. T. Sauter stated the Authority has had conversations with the IDA about local businesses that do business with Alcoa and how to reposition their business so they are not so dependent on Alcoa. After 2019, we'll be facing this issue again. This allows our staff and financial participation in $36,000 to match SLCIDA.

Upon a motion by J. Hollenbeck, and seconded by W. Archer, Resolution No. 2015-12-130, Authorizing Participation with St. Lawrence County Industrial Development Agency Local Development Corporation in the Alcoa Vendor Diversification Program, was unanimously approved.

6. M. Capone gave an update on Carthage Specialty Paperboard who will be making interest only payments to vendors. The expectation is principal payments will begin in March or April 2016.

7. Chairman Lucas adjourned the meeting at 10:58 AM.

Respectfully submitted,

Richard Lucas
Chairman, Project Development Committee