

**MINUTES OF THE MONTHLY MEETING OF THE  
CORTLAND COUNTY BUSINESS DEVELOPMENT CORPORATION**

**June 12, 2017**

Vice Chairman Stephen Compagni called the monthly meeting of the Directors of the Cortland County Business Development Corporation to order at 12:27 p.m. on Monday, June 12, 2017 at 37 Church Street, Cortland, New York.

**I. ROLL CALL AND CALL TO ORDER**

**The following directors were present:**

Johanna Ames	Dave Brandstadt
Clint Brooks	Michelle Brooks
Jason Hage	Stephen Compagni
Paul Dries	Carl Haynes
Matt McSherry	Steve Servies
John Shirley	

**The following directors were absent:**

Michael McMahon	John Reagan
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**The following staff was present:**

Garry VanGorder, Executive Director	Karen Niday, CFO
Sandy Griep, Office Manager	John Sidd, Counsel

**The following guests were present:**

Bob Haight, Chamber of Commerce	Eric Mulvihill, Clerk of the Legislature
Representatives from the Carpenter's Union	

**The following media was present:**

Peter Blanchard, Cortland Voice

**II. Approval of Minutes:** March 2017 minutes were approved, the motion was made by Stephen Compagni and seconded by Michelle Brooks. All were in favor, none opposed, and the motion was carried.

**III. New Business:**

**Higgins Supply Training Request** – Karen Niday reported to the board that she had meet with representatives from Higgins Supply and they are looking for some help with training costs for their employees. Garry explained that there is some funds left from a previous training grant given to Byrne Dairy that they did not use. This money could be used for this project. After much discussion the board felt that it was better to have Karen work with the company with possibly TC3 and look for state funding to help them.

**Revolving Loan Fund Policy** – Matt McSherry reported that the loan committee has met and has made changes to the policy. A draft policy was sent to the loan committee for their review. A draft will be included in the next board book for the boards review and discussion.

#### IV. Reports

**Financials** - Karen Niday reported the financials are all in order. Final payment has been disbursed to the auditors and the CHAR 500 has been filed with the state and also available to see on our website.

**Revolving Loans** – Marathon Boat is ahead a month, they paid twice in the month of April.

**Directors Report** –

**Traffic Signal (Riverside Plaza)** – Garry explained the Plaza owner has been responsible for paying a fee to the state for the signal and has not paid it. The two have made some progress in negotiating this issue.

**DRI Applications** are due this Thursday and it looks good for our downtown, because the committee likes to see good things happening now and they are with the blue roof building being remodeled, the Crescent Commons project, Bru 64, and with the upcoming renovations at 51-55 main Street. And to show how the downtown is working with SUNY Cortland, TC3 and the community.

**Public Hearing** is set for the Broadband work in the County, allow for service to those residents who are underserved residents.

**Micro Enterprise Grant Program** – Garry reported to the board that he and Karen had met with the Budget and Finance Committee to discuss the possibility of the county applying for the state program to help towns and Villages. There is a \$3000 application fee and the BDC offered to pay that fee for the county. This has been proven to be a great program. The City and Village of Homer have participated in it and all are pleased with the outcome. Thoma Development will administer the program for the County. Our staff has already started working with some businesses on pre-app's.

**Crescent Commons** – they still plan on closing by the end of June on their PILOT.

**Route 11 Corridor** – Garry reported that he met with the new Village of Homer Mayor, and he is on board with cleaning up that corridor and the possible reimbursement of the motel property.

**REDC** – All applications are due by July 28, 2017 for this CFA round.

**K-Mart Closing** – Garry stated yet this is not good news, he stressed that other businesses in this county are hiring. Any displaced workers should not have any problem finding new employment.

**Airport Meeting** – Garry reported that he will be attending a meeting regarding the upgrades for the Airport to advocate for the importance of the airport for businesses in our community.

Carl Haynes retirement reception was held last month and we wish him luck as he plans to retire from TC3 at the end of August.

**Alternate Board member** - John Sidd reported on the discussion of possibly adding an Alternate Board member. He had looked into this and it is not allowed. He did recommend lowering the number of the quorum in the bylaws to 5 instead of 7. Or the other option was to have Skype available for members who just cannot be at a meeting.

- V. **Adjourn** – A motion was made by Carl Haynes and seconded by Michelle Brooks to adjourn at 1:06 p.m. All were in favor, none opposed.

Respectfully submitted

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Secretary  
John Shirley

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Vice Chairman  
Stephen Compagni