

IDA GOVERNANCE COMMITTEE 2021
Virtual Meeting Minutes 12 -16-21

The committee meeting was called to order at 2pm

In attendance: Lori Ann Pipczynski, Chair
James Farley
Tony Baressi
Tracy Stark-James
William Weir, Counsel

Lori Ann Pipczynski motioned to open the Governance Committee Meeting. Anthony Baressi seconded. The meeting commenced on zoom at 2:01pm.

The committee reviewed the Agency's role in providing assistance to the Town Board in fulfilling the vacancy created by Bob Kern. They reviewed necessary qualifications, some recommendations of people who had applied before and offered some leads on other potential candidates. They discussed the desire for diversification of board members. The committee decided to send a letter to the Supervisor outlining the qualifications, offering expertise and assistance in the process and possibly a recommendation.

The ED then discussed the resolution the Town Board adopted and the contract they sent for the Agency to review regarding contracting the agency for marketing and economic development services outside the scope of its expected role. The committee went into executive session to discuss the details.

After executive session, the committee decided that they would recommend entering into the contract with the town upon the approval of the Agency board by resolution outlining the following:

- The contract should be treated as a retainer for services above and beyond the typical role of the Agency for marketing and economic development services, including but not limited to a website containing data for use by the town, TOD and Town Square projects.
- The IDA would be assisting the town with town sponsored projects that may or may not become IDA clients.
- The Agency will accept the money upfront.
- The Agency will establish cost of the time, log its time and submit a monthly accounting and invoice to the town.
- The Agency will not expend the funds until they are earned. Therefore, the CFO will keep track of the release of cash and the balance of the retainer as expended, but does not have to open a separate account.
- At the end of the contract term, if the Agency has not expended the full amount it will either credit the town for an extended period of service or refund the balance.

The ED then advised the committee that PODs seeks an expansion and request for assistance. The committee decided it would be a project eligible to apply.

The committee reviewed JWLP's current status of tax payment and how to handle the PILOT. The ED distributed correspondence from John Wesley explaining their status on reimbursement and progress on project obligations. Because of the overpayment of taxes, the Agency cannot charge them an additional PILOT payment. Committee will recommend to the board that JWLP is waived from the requirement to submit the PILOT payment due to the overpayment of taxes.

Anthony Barresi motioned to recommend to the board that John Wesley Village LP's requirement to make the PILOT payment be waived. Jim Fairly seconded. Motion approved.

The ED then discussed the Lenape Associates/Dr.s Path tax situation. The Assessors incorrectly put Lenape on the tax rolls and issued a tax bill. For the same reason, The Committee will recommend to the board to waive the PILOT payment for this year.

Jim Farley motioned to recommend to the board that Lenape's PILOT payment be waived for this year and Anthony Barresi seconded. Motion approved. Bill Weir will draft a resolution for the boards consideration during the next meeting.

Jim Farley motioned to close the meeting. Anthony Barresi seconded. Mtg adjourned at 2:56pm

The Governance Committee meeting was closed at 2:56pm.