

COUNTY OF FRANKLIN INDUSTRIAL DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
AUGUST 12, 2015 @ 4:00 PM
SPORCK CENTER, PAUL SMITHS COLLEGE, 7777 NEW YORK 30, BRIGHTON, NY 12970

A G E N D A

REGULAR MEETING

ROLL CALL

PUBLIC COMMENT PERIOD

APPROVAL OF PREVIOUS MEETING MINUTES (JULY 15, 2015)

BILLS AND COMMUNICATIONS

COMMITTEE REPORTS

TREASURER'S REPORT

OLD AND UNFINISHED BUSINESS

- BOMBAY WAREHOUSE ELECTRIC

NEW BUSINESS

- BRANCH COMMERCIAL DEVELOPMENT (HOLIDAY INN EXPRESS)

DATE OF NEXT MEETING: WEDNESDAY, SEPTEMBER 9, 2015 (PAUL SMITHS)

ADJOURNMENT

UNAPPROVED

COUNTY OF FRANKLIN INDUSTRIAL DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING

WEDNESDAY, JULY 15, 2015

Paul Smiths, New York

REGULAR MEETING

Chair Child called the Regular Meeting of the IDA to order at 3:59 pm. The following were present at Roll Call:

John Child, Chair
Justus Martin, Vice-Chair
Earl LaVoie, Treasurer
Andrew Schrader, Assistant Secretary
James Ellis, Member
John Tubbs, CEO
Maria Bourgeois, Executive Assistant
Paul Cantwell, Agency Counsel
Frank DiFiore, Malone Telegram (Arrived at 4:07pm)
Absent: Paul Ellis, Assistant Treasurer
Andrea Dumas, Secretary

Mr. Child welcomed all to the meeting, noting that Andrea Dumas and Paul Ellis were not in attendance, adding that Paul Ellis has submitted his letter of resignation from the board effective July 16, 2015 due to moving out of Franklin County. Mr. Child then thanked James Ellis for willing to serve on the board and asked him to provide some background to us, which he did.

Public Comment Period: No comments.

Approval of Previous Meeting Minutes:

- The IDA board approved the Regular meeting minutes of June 10, 2015 on a motion by Mr. Schrader, seconded by Mr. LaVoie. All in favor.

Bills and Communications: None

Committee Reports: None

Treasurer's Report: John reviewed the June 2015 financials with the board noting that there is not a lot of income at present, although there are several projects on the horizon. He added that as we approach budget time, we would entertain the LDC making a grant to the IDA for 2016 operating expenses.

- Motion to accept the financial reports as presented for June 2015 by Mr. LaVoie, seconded by Mr. Schrader. All in favor.

In reviewing the Lease Report, Mr. Cantwell explained that he talked to the owner of Wood and Wicker, and that the deposit of the first check for back rent at Cleyn and Tinker would be forthcoming within the next ten days and the second deposit would be shortly thereafter.

Old & Unfinished Business:

- Bombay Factory/Warehouse Pricing: John informed the board the both the Towns of Bombay and Westville had passed a resolution suggesting that the sale pricing set by the IDA Board be decreased, because they have been sitting vacant for too long and a lower price may help with selling them. The IDA Board set the prices at their regular meeting on April 6, 2015 to be \$500,000 for the 61,000 sf factory and \$165,000 for the 28,200 sf warehouse buildings. After some discussion, Mr. Martin suggested we respond to each Town explaining that these are asking prices and that we are glad to speak with anyone who is interested in either property.
- Warehouse in Malone Industrial Park: John informed the board that we have not listed a price for this building as of yet, and that he has one other possible interested party that he will be showing the building to. He suggested that the selling price could potentially be set at \$192,000, which would clear it off our books. However, the appraisal was \$175,000 and after adding a deduction for what floor repair might cost, the “as is” price was \$140,000.
 - Motion to set the asking price of the warehouse in the Malone Industrial Park at \$192,000 made by Mr. Schrader, seconded by Mr. Ellis.

| | | | |
|-----------|-----|-----------|--------|
| Child: | NO | Dumas: | Absent |
| J. Ellis: | AYE | P. Ellis: | Absent |
| LaVoie: | NO | Martin: | NO |
| Schrader: | AYE | | |

MOTION DID NOT PASS and further discussion was held.
 - Motion to set the asking price of the warehouse in the Malone Industrial Park at \$175,000, made by Mr. LaVoie, seconded by Mr. Martin.

| | | | |
|-----------|-----|-----------|--------|
| Child: | AYE | Dumas: | Absent |
| J. Ellis: | NO | P. Ellis: | Absent |
| LaVoie: | AYE | Martin: | AYE |
| Schrader: | AYE | | |

MOTION CARRIED.

New Business:

- Branch Commercial Development (Holiday Inn Express): John indicated that Nathan Race of Branch Commercial Development has contacted us to discuss refinancing their mortgage. They have a PILOT from 2010. We don't have all the documents at this time. Mike Pikiel of Norton Rose Fulbright will be special counsel and Dick Edwards will be Agency Counsel as he was originally. We will need to look at fees for this transaction and may need a special meeting to take care of this; Mr. Race has indicated that he would like it done before the end of the month.
- Bombay Rail Feasibility Study CFA: John explained that we are currently working on the CFA for conducting a Rail Feasibility Study and that Empire State Development was looking for 10% in equity and a 50% match. National Grid has committed \$12,500 and the IDA will contribute \$2,500; we are requesting \$10,000 from Empire State Development. We have asked for various letters of support and the Town of Bombay has refused. We are currently speaking with a transportation company that has an interest in bringing rail to this area for their use. Discussion followed. John will get in touch with the Bombay Town Supervisor.

Adjournment: After stating that the next regular meeting of the IDA is scheduled to be held on Wednesday, August 12th, 2015 at 4 pm at Paul Smith's College (Mr. Ellis is unable to attend this meeting) and with no other business to conduct, Mr. Child adjourned the meeting at 4:48 pm on a motion by Mr. Schrader, seconded by Mr. Ellis. All in favor.

County of Franklin Industrial Development Agency
Balance Sheet Prev Year Comparison
As of July 31, 2015

08/03/15

Accrual Basis

| | Jul 31, 15 | Jun 30, 15 | Jul 31, 14 |
|--|----------------------------|----------------------------|----------------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | | | |
| Community Bank Checking | 276,058.15 | 292,278.90 | 546,397.48 |
| St. Lawrence Gas Account | 100.00 | 100.00 | 100.00 |
| Total Checking/Savings | 276,158.15 | 292,378.90 | 546,497.48 |
| Accounts Receivable | 0.00 | 0.00 | 10,706.74 |
| Other Current Assets | | | |
| Prepaid Insurance | 25,217.22 | 26,528.27 | 0.00 |
| Total Other Current Assets | 25,217.22 | 26,528.27 | 0.00 |
| Total Current Assets | 301,375.37 | 318,907.17 | 557,204.22 |
| Fixed Assets | | | |
| Accumulated Depreciation | -469,338.35 | -469,338.35 | -530,198.58 |
| Buildings | 1,285,948.16 | 1,285,948.16 | 1,789,545.16 |
| Equipment | 34,807.62 | 34,807.62 | 34,807.62 |
| Land | 154,794.26 | 154,794.26 | 154,794.26 |
| Total Fixed Assets | 1,006,211.69 | 1,006,211.69 | 1,448,948.46 |
| TOTAL ASSETS | <u>1,307,587.06</u> | <u>1,325,118.86</u> | <u>2,006,152.68</u> |
| LIABILITIES & EQUITY | | | |
| Liabilities | | | |
| Current Liabilities | | | |
| Accounts Payable | 0.00 | 198.72 | 5,391.26 |
| Other Current Liabilities | | | |
| 414h - NYS Retirement | 0.00 | 539.54 | 0.00 |
| Compensated Absences | 8,899.58 | 8,899.58 | 0.00 |
| Employer Taxes | 0.00 | 0.00 | -105.54 |
| Total Other Current Liabilities | 8,899.58 | 9,439.12 | -105.54 |
| Total Current Liabilities | 8,899.58 | 9,637.84 | 5,285.72 |
| Long Term Liabilities | | | |
| Note to LDC | 261,820.85 | 261,820.85 | 657,282.87 |
| Total Long Term Liabilities | 261,820.85 | 261,820.85 | 657,282.87 |
| Total Liabilities | 270,720.43 | 271,458.69 | 662,568.59 |
| Equity | | | |
| Retained Earnings | 1,163,518.12 | 1,163,518.12 | 1,499,729.06 |
| Net Income | -126,651.49 | -109,857.95 | -156,144.97 |
| Total Equity | 1,036,866.63 | 1,053,660.17 | 1,343,584.09 |
| TOTAL LIABILITIES & EQUITY | <u>1,307,587.06</u> | <u>1,325,118.86</u> | <u>2,006,152.68</u> |

County of Franklin Industrial Development Agency

Profit & Loss Prev Year Comparison

08/03/15

July 2015

Accrual Basis

| | Jul 15 | Jun 15 | Jul 14 | Jan - Jul 15 |
|--------------------------------|-------------------|-------------------|-------------------|--------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Interest Income | 2.46 | 2.52 | 4.76 | 19.81 |
| Miscellaneous Income | 0.00 | 0.00 | 1,067.50 | 16.00 |
| Rental Income | | | | |
| Wood & Wicker | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| Rental Income - Other | 1,100.00 | 1,458.33 | 0.00 | 13,720.81 |
| Total Rental Income | 2,600.00 | 1,458.33 | 0.00 | 15,220.81 |
| Total Income | 2,602.46 | 1,460.85 | 1,072.26 | 15,256.62 |
| Expense | | | | |
| Advertising | 0.00 | 0.00 | 0.00 | 87.50 |
| Dues/Subscriptions/Conferences | 0.00 | 0.00 | 0.00 | 964.00 |
| Employee Benefits | | | | |
| Health Insurance | 3,601.56 | 3,601.56 | 3,219.38 | 25,123.78 |
| Unemployment Insurance | 1.85 | 0.00 | 17.85 | 1.85 |
| Total Employee Benefits | 3,603.41 | 3,601.56 | 3,237.23 | 25,125.63 |
| Insurance | 2,255.25 | 1,110.42 | 728.37 | 8,719.54 |
| Marketing | 0.00 | 0.00 | 0.00 | 487.70 |
| Miscellaneous Expenses | 0.00 | 29.75 | 0.00 | -265.91 |
| Office Expenses | | | | |
| Cleaning Service | 0.00 | 100.00 | 100.00 | 650.00 |
| Copier | 0.00 | 0.00 | 194.00 | 950.09 |
| Internet & Phone | 275.81 | 280.13 | 232.97 | 2,158.32 |
| Office Rent | 1,161.30 | 1,161.30 | 1,161.30 | 6,967.80 |
| Postage | 291.89 | 15.99 | 59.99 | 501.83 |
| Supplies | 0.00 | 126.97 | 41.00 | 473.61 |
| Telephone | 0.00 | 0.00 | 52.59 | 0.00 |
| Water | 0.00 | 0.00 | 5.95 | 0.00 |
| Total Office Expenses | 1,729.00 | 1,684.39 | 1,847.80 | 11,701.65 |
| Operations | | | | |
| Bombay Brownfield - Tru-Stitch | 0.00 | 0.00 | 336.00 | 0.00 |
| Bombay Brownfield - Warehouse | 0.00 | 0.00 | 160.00 | 0.00 |
| Bombay Factory | 940.54 | 1,054.85 | 478.27 | 6,263.95 |
| Bombay Warehouse | 504.44 | 784.52 | 0.00 | 3,159.93 |
| CEDS | 0.00 | 0.00 | 0.00 | 0.00 |
| Chateaugay Business Park | 0.00 | 0.00 | 0.00 | 500.00 |
| Former Cleyn & Tinker Building | 0.00 | 0.00 | 389.65 | 12.47 |
| Total Operations | 1,444.98 | 1,839.37 | 1,363.92 | 9,936.35 |
| Payroll Expenses | 723.82 | 723.82 | 697.32 | 5,865.62 |
| Payroll Processing | 177.98 | 167.98 | 169.89 | 1,185.46 |
| Professional Services | 0.00 | 0.00 | 0.00 | 6,800.00 |
| Salaries | 9,461.56 | 9,461.56 | 9,115.38 | 70,909.89 |
| Travel | 0.00 | 0.00 | 0.00 | 390.68 |
| Total Expense | 19,396.00 | 18,618.85 | 17,159.91 | 141,908.11 |
| Net Ordinary Income | -16,793.54 | -17,158.00 | -16,087.65 | -126,651.49 |
| Net Income | -16,793.54 | -17,158.00 | -16,087.65 | -126,651.49 |

COUNTY OF FRANKLIN 
INDUSTRIAL DEVELOPMENT AGENCY

10 ELM STREET – SUITE 2
MALONE, NEW YORK 12953
TEL: (518) 483-9472

IDA LEASE REPORT
JULY 31, 2015

| Lease Date | Company | Amount Owing 7/31/15 | Term | Lease Payment | Last Paid Date | Status |
|-------------------|----------------|-----------------------------|----------------|----------------------|-----------------------|---------------|
| 1/1/15 | JCEO | \$1,458.33 | Month-to-Month | \$1,458.33 | 6/22/15 | In Effect |
| N/A | Wood & Wicker | \$3,418.00 | N/A | \$1,500.00 | 7/28/15 | Back Rent |
| Total: | | \$4,876.33 | | | | |

FRANKLIN COUNTY LOCAL DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING
AUGUST 12, 2015 @ 4:00 PM
SPORCK CENTER, PAUL SMITHS COLLEGE, 7777 NEW YORK 30, BRIGHTON, NY 12970

A G E N D A

REGULAR MEETING

ROLL CALL

PUBLIC COMMENT PERIOD

APPROVAL OF PREVIOUS MEETING MINUTES (JULY 15, 2015)

BILLS AND COMMUNICATIONS

COMMITTEE REPORTS

TREASURER'S REPORT

OLD AND UNFINISHED BUSINESS

NEW BUSINESS

- BRANCH COMMERCIAL DEVELOPMENT (HOLIDAY INN EXPRESS)

DATE OF NEXT MEETING: WEDNESDAY, SEPTEMBER 9, 2015 (PAUL SMITHS)

ADJOURNMENT

UNAPPROVED

FRANKLIN COUNTY LOCAL DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING

WEDNESDAY, JULY 15, 2015
Paul Smiths, New York

REGULAR MEETING

Chair Child called the Regular Meeting of the LDC to order at 4:48 pm. The following were present at Roll Call:

John Child, Chair
Justus Martin, Vice-Chair
Earl LaVoie, Treasurer
Andrew Schrader, Assistant Secretary
James Ellis, Director
John Tubbs, CEO
Maria Bourgeois, Executive Assistant
Paul Cantwell, Corporate Counsel
Frank DiFiore, Malone Telegram
Absent: Paul Ellis, Assistant Treasurer
Andrea Dumas, Secretary

Mr. Child welcomed all to the meeting, noting that Andrea Dumas and Paul Ellis were not in attendance, adding that Paul Ellis has submitted his letter of resignation from the board effective July 16, 2015 due to moving out of Franklin County. Mr. Child then thanked James Ellis for willing to serve on the board and asked him to provide some background to us, which he did.

Public Comment Period: No comments.

Approval of Previous Meeting Minutes:

- The LDC board approved the Regular meeting minutes of June 10, 2015 on a motion by Mr. Schrader, seconded by Mr. Martin. All in favor.

Bills and Communications: None

Committee Reports: None

Treasurer's Report: John reviewed the June 2015 financials with the board noting that income is down in June due to Asept Pak not making a payment in June. There continues to be discussion with them and they will get their payments in this month.

- Motion to accept the financial reports as presented for June 2015 by Mr. Schrader, seconded by Mr. LaVoie. All in favor.

Old & Unfinished Business:

- Marketing Update: John informed the board that Ad Workshop will conduct a Search Engine Optimization (SEO) Audit on our website and we should have results next week.

Electric Strategies in Ottawa has been developing a conceptual framework for the loan program in Franklin County.

New Business: None

Adjournment: After stating that the next regular meeting of the LDC is scheduled to be held on Wednesday, August 12th, 2015 at 4 pm at Paul Smith's College (Mr. Ellis is unable to attend this meeting) and with no other business to conduct, Mr. Child adjourned the meeting at 4:55 pm on a motion by Mr. Schrader, seconded by Mr. LaVoie. All in favor.

Franklin County Local Development Corporation
Balance Sheet Prev Year Comparison
As of July 31, 2015

08/03/15

Accrual Basis

| | Jul 31, 15 | Jun 30, 15 | Jul 31, 14 |
|--|----------------------------|----------------------------|----------------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | | | |
| Community Bank | 2,307,691.06 | 2,281,325.38 | 1,664,328.52 |
| Community Bank Money Market | 0.00 | 0.00 | 3,706.04 |
| Community hud | 0.00 | 0.00 | 57,055.63 |
| Total Checking/Savings | 2,307,691.06 | 2,281,325.38 | 1,725,090.19 |
| Accounts Receivable | | | |
| Accounts Receivable | 1,623,432.35 | 1,637,564.37 | 2,116,962.10 |
| Total Accounts Receivable | 1,623,432.35 | 1,637,564.37 | 2,116,962.10 |
| Other Current Assets | | | |
| Loans Receivable | | | |
| Allowance for Loans Receivable | -298,034.00 | -298,034.00 | 0.00 |
| Total Loans Receivable | -298,034.00 | -298,034.00 | 0.00 |
| Total Other Current Assets | -298,034.00 | -298,034.00 | 0.00 |
| Total Current Assets | 3,633,089.41 | 3,620,855.75 | 3,842,052.29 |
| Fixed Assets | | | |
| Accumulated Depreciation | -5,578.88 | -5,480.20 | -4,394.72 |
| Computer Equipment | 7,552.40 | 7,552.40 | 7,552.40 |
| Total Fixed Assets | 1,973.52 | 2,072.20 | 3,157.68 |
| TOTAL ASSETS | <u>3,635,062.93</u> | <u>3,622,927.95</u> | <u>3,845,209.97</u> |
| LIABILITIES & EQUITY | | | |
| Liabilities | | | |
| Current Liabilities | | | |
| Accounts Payable | | | |
| Accounts Payable | 0.00 | 245.80 | 0.00 |
| Total Accounts Payable | 0.00 | 245.80 | 0.00 |
| Other Current Liabilities | | | |
| Deferred Revenue | 600,440.37 | 600,440.37 | 633,047.37 |
| Total Other Current Liabilities | 600,440.37 | 600,440.37 | 633,047.37 |
| Total Current Liabilities | 600,440.37 | 600,686.17 | 633,047.37 |
| Total Liabilities | 600,440.37 | 600,686.17 | 633,047.37 |
| Equity | | | |
| Opening Bal Equity | 1,027,691.20 | 1,027,691.20 | 1,027,691.20 |
| Retained Earnings | 1,931,740.22 | 1,931,740.22 | 2,149,485.06 |
| Net Income | 75,191.14 | 62,810.36 | 34,986.34 |
| Total Equity | 3,034,622.56 | 3,022,241.78 | 3,212,162.60 |
| TOTAL LIABILITIES & EQUITY | <u>3,635,062.93</u> | <u>3,622,927.95</u> | <u>3,845,209.97</u> |

Franklin County Local Development Corporation
Profit & Loss Prev Year Comparison
July 2015

08/03/15

Accrual Basis

| | Jul 15 | Jun 15 | Jul 14 | Jan - Jul 15 |
|--------------------------------|------------------|---------------|---------------|------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Interest - Bank | 38.85 | 37.44 | 29.20 | 258.90 |
| Interest - Loan | 12,440.61 | 721.14 | 953.32 | 77,491.70 |
| Total Income | 12,479.46 | 758.58 | 982.52 | 77,750.60 |
| Expense | | | | |
| Depreciation Expense | 98.68 | 98.68 | 98.68 | 690.76 |
| Marketing | 0.00 | 0.00 | 0.00 | 268.40 |
| Miscellaneous Expense | 0.00 | 0.00 | 0.00 | 1,354.50 |
| Professional Fees | 0.00 | 245.80 | 0.00 | 245.80 |
| Total Expense | 98.68 | 344.48 | 98.68 | 2,559.46 |
| Net Ordinary Income | 12,380.78 | 414.10 | 883.84 | 75,191.14 |
| Net Income | 12,380.78 | 414.10 | 883.84 | 75,191.14 |

**FRANKLIN COUNTY
LOCAL DEVELOPMENT CORPORATION**

10 ELM STREET – SUITE 2
MALONE, NEW YORK 12953
TEL: (518) 483-9472

**FRANKLIN COUNTY LDC REVOLVING LOAN FUND
JULY 31, 2015**

| Closing Date | Company | Original Loan Amount | Principal Balance 7/31/15 | Rate | Term | Last Payment | Last Paid Date | Status |
|---------------------|-------------------------------|-----------------------------|----------------------------------|-------------|-------------|---------------------|-----------------------|---------------|
| 2/16/07 | Asept Pak, Inc. | \$400,000.00 | \$389,401.56 | 5.25% | 10 years | \$4,525.66 | 7/27/15 | Paying |
| 12/31/08 | Asept Pak, Inc. | \$735,000.73 | \$572,477.87 | 4.80% | 5 years | \$12,000.00 | 7/27/15 | Paying |
| 9/21/09 | Asept Pak, Inc. | \$250,000.00 | \$200,153.93 | 5.25% | 10 years | \$2,349.28 | 7/27/15 | Paying |
| 5/27/10 | Branch Commercial Development | \$250,000.00 | \$137,114.85 | 5.25% | 10 years | \$2,682.29 | 7/24/15 | Current |
| 9/12/06 | County of Franklin IDA | \$475,000.00 | \$261,820.85 | 5.25% | 9 years | \$420,000.00 | 12/18/14 | Due 9/15/15 |
| 1/5/12 | Franklin Snowmobilers | \$93,750.00 | \$30,767.23 | 5.25% | 5 years | \$1,780.00 | 7/9/15 | Current |
| 1/12/06 | Glazier Packing Company | \$133,333.00 | \$6,603.40 | 5.25% | 10 years | \$1,617.70 | 7/2 & 31/15 | Current |
| 7/30/04 | WiseBuys Stores, Inc. | \$250,000.00 | \$25,092.66 | N/A | 7 years | \$1,000.00 | 6/22/15 | Paying |
| Total | | \$2,587,083.73 | \$1,623,432.35 | | | | | |