

**MINUTES**  
**COUNTY OF OSWEGO INDUSTRIAL DEVELOPMENT AGENCY**  
**January 20, 2021**  
**Virtually Recorded Open Conference Call**  
**Oswego County, NY**

**PRESENT:** Canale, Schick, Sorbello, Stahl, Trimble and Toth

**Absent/Excused:** Kells

**Also Present:** Kevin C. Caraccioli, Kevin LaMontagne, L. Michael Treadwell, Austin Wheelock, Bob Wilmott and Teresa Woolson

Chair Toth convened the meeting at 9:09 a.m. and Mr. Caraccioli reported the reasons for the teleconference board meeting. Chair Toth welcomed the Board, staff and guests.

**MINUTES**

On a motion by Mr. Stahl, seconded by Mr. Trimble, the minutes of December 18, 2020 were approved.

**NOTICE OF MEETING**

Meeting notices were posted at the Oswego County Building, the IDA Office Building and on the IDA website. A notice was published in The Palladium Times on January 5, 2021.

**Treasurer's Report**

On a motion by Mr. Schick, seconded by Mr. Toth, the Financial Statements for the period ended September 30, 2020, were approved.

**Reaffirmation of Agency's Policies**

Mr. Treadwell noted that most policies require an annual review and reaffirmation. No modifications, changes, or amendments are recommended. Mr. Caraccioli affirmed no changes were needed to the Slate of Policies, listing them as follows: Annual Assessment Policy, Code of Ethics, Conflict of Interest Policy, Cyber Security Citizens' Notification Policy, Delinquent Loan Policy, Disposition of Property Guidelines, FOIL Policy, Investment Policy, Loan Program – Interest Rate Policy, Minority and Women-Owned Business Enterprise Policy, Mission Statement and Performance Measures, Project Approval Policy, Procurement Policy, Recapture Policy, Tax-Exempt Bond Post-Issuance Compliance Policy, Uniform Tax-Exempt Policy, Use of Discretionary Funds Policy, Sexual Harassment Policy, Whistleblower Policy and Procedures and Solar Project PILOT Deviation Policy.

On a motion by Mr. Canale, seconded by Mr. Trimble, it was approved to reaffirm and approve the Slate of Policies, to include the recent Solar Project PILOT Deviation Policy. Copy of the amended Slate of Policies is attached and made and official part of the minutes.

**Carbon Free NY**

Chair Toth reported on the upcoming ruling by FERC on the NYS Tier Program and Subsidies for wind, solar and nuclear, which was delayed. This delay provides time to provide comments about the upcoming Ruling, working for the benefit of the nuclear plants. A press release by Carbon Free NY is being drafted.

**EXECUTIVE SESSION**

Chair Toth and Mr. Caraccioli reported that due to matters involving the financial history of a business/organization and individuals and pending and current contractual matters, on a motion by Mr. Sorbello, seconded by Mr. Schick, it was approved to go into Executive Session at 9:24 a.m.

On a motion by Mr. Sorbello, seconded by Mr. Trimble, the Executive Session ended at 10:49 a.m.

**Wunderland, LLC**

Following a review of the Application and Cost/Benefit Analysis in Executive Session, on a motion by Mr. Stahl, seconded by Mr. Canale, a Micro-Enterprise Loan in the Amount of \$16,000 was approved, contingent on graduation from the SBDC Micro-Enterprise Course.

**Delinquent Loan Report**

Following a discussion in Executive Session, on a motion by Mr. Trimble, seconded by Mr. Toth, the Delinquent Loan Report for the period ended December 31, 2020 was approved.

**PILOT EDF Report**

Following a review in Executive Session, the Report Status as of December 31, 2020 was accepted.

**Strategic Domains**

Following a discussion in Executive Session, on a motion by Mr. Canale, seconded by Mr. Stahl, the withdrawal of the Application for Financial Assistance by Strategic Domains was accepted.

**The Looking Glass Salon, LLC**

Following review of the Application and Cost/Benefit Analysis in Executive Session, on a motion by Mr. Trimble, seconded by Mr. Sorbello, a Micro Enterprise Loan in the Amount of \$25,000 was approved.

**Kevin Niver Properties, LLC**

Following review of the request in Executive Session, on a motion by Mr. Toth, seconded by Mr. Canale, a deferment of principal and interest for six months for the Kevin Niver Properties, LLC IRP EDF Loan 4706 was approved.

**Next Meeting**

February 24, 2021 at 9:00 a.m. was scheduled.

**Adjournment**

On a motion by Mr. Toth, seconded by Mr. Sorbello, the meeting was adjourned at 10:59 a.m.

Respectfully Submitted,

H. Leonard Schick  
Secretary

# County of Oswego Industrial Development Agency

## Agency's Policies

The following policies previously adopted by the County of Oswego Industrial Development Agency (the "Agency") are hereby re-affirmed this 20<sup>th</sup> Day of January, 2021.

- Annual Assessment Policy
- Code of Ethics
- Conflict of Interest Policy
- Cyber Security Citizens' Notification Policy
- Delinquent Loan Policy
- Disposition of Property Guidelines
- FOIL Policy
- Investment Policy
- Loan Program – Interest Rate Policy
- Minority and Women-Owned Business Enterprise Policy
- Mission Statement and Performance Measures
- Project Approval Policy
- Procurement Policy
- Recapture Policy
- Tax-Exempt Bond Post-Issuance Compliance Policy
- Uniform Tax-Exempt Policy
- Use of Discretionary Funds Policy
- Sexual Harassment Policy
- Whistleblower Policy and Procedures
- Solar Project PILOT Deviation Policy

I hereby certify that the foregoing policies adopted by the Agency were re-affirmed on the date first forth above.

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H. Leonard Schick, Secretary