

**GREATER GLENS FALLS LOCAL DEVELOPMENT CORPORATION
MEETING MINUTES**

The regular meeting of the Greater Glens Falls Local Development Corporation was held on Thursday, January 10, 2019 in the Mayor's Conference Room, 42 Ridge Street, Glens Falls, New York 12801.

Members Present: Judith Calogero; Daniel Hall; Todd Feigenbaum; Jane Reid; Lois Robinson; Mary Gooden; John Cordes

Members Absent: None

Also Present: Edward Bartholomew, CEO; Attorney Kara Lais

Mayor Hall opened the meeting and determined there was a quorum present.

Mayor Hall stated that the first item on the agenda is to approve the minutes from the December 13, 2018 regular meeting, as presented.

RESOLUTION NO. 1-2019

On the motion of Todd Feigenbaum, seconded by Jane Reid and, all voting affirmatively, the December 13, 2018 regular meeting minutes were approved.

The next item on the agenda is the consideration of the Payment of Bills. The following bills were presented at the meeting for payment and to reaffirm the payment of authorized prepaid bills:

LDC Bills to be Paid:

i.	Chazen Engineering (Tech Meadows Lot 4) (2 nd half of invoice #0108545)	\$2,151.18
ii.	FitzGerald Morris Baker Firth PC (Services 11/1-11/20/2018)	\$416.00
iii.	McCarthy and Conlon LLP (CFO Report- Nov. '18)	\$450.00

LDC Business Incubator Prepaid Bill to Reaffirm:

i.	National Grid (34 & 36 Elm Street- 10/29-12/1/2018)	\$46.39
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USDA Relending Loan Program

i.	FitzGerald Morris Baker Firth (220 Glen Street/Achenbach closing- reimbursed)	\$550.00
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Warren Street BOA Bills to be paid from NYS DOS Advancement

i. The LA Group	
Services as of 10/19/2018	\$1,073.75
Services as of 11/16/2018	\$1,380.00
Services as of 12/21/2018	\$656.30

****Note**** This will leave a balance of \$1,149.16 in the Warren County BOA NYS DOS BOA account.

RESOLUTION NO. 2-2019

On the motion of Lois Robinson, seconded by Mary Gooden, all voting affirmatively, the payment of the above bills were approved and/or reaffirmed.

RESOLUTION NO. 3-2019

On the motion of Jane Reid, seconded by Todd Feigenbaum, all voting affirmatively, a transfer in the amount of \$1,500.00 from the general account to the personnel account to cover Keena payroll was approved.

The next item on the agenda was the CFO report. CEO Bartholomew explained that there is nothing unusual in the December report since last month's report. He anticipates closings to occur on the Tech Meadows lots soon.

RESOLUTION NO. 4-2019

On the motion of Jane Reid, seconded by Todd Feigenbaum, all voting affirmatively, the financial report for December 2018 was approved.

The next item on the agenda was the CEO Report. CEO Bartholomew reported that he is reviewing the cost benefit analysis of whether or not the LDC should have its own staff person or if it would be possible for Jen Switzer to handle the administrative affairs and financial reports of the LDC. He stated that he will be reporting back to the Board. He next stated that the EDC Breakfast will be held on January 31, 2019 at which the 2019 economic outlook will be presented. Lastly he noted that all LDC loans are in good standing and that two loans (Mean Max and 220 Glen Street LLC) were paid off in the last year.

There being no further business. Mayor Hall noted that the next meeting will be held on February 14, 2019 at 7:30am. Mayor Hall sought a motion to adjourn the meeting.

RESOLUTION NO. 5-2019

On the motion of Lois Robinson, seconded by Mary Gooden, all voting affirmatively it was

Resolved that the Greater Glens Falls Local Development Corporation hereby adjourns the January 10, 2019 regular meeting.

**Glens Falls Local Development Corporation
Thursday February 14, 2019
Schedule A Bills Attachment**

Local Development Corporation Prepaid Bills for Reaffirmation

GFLDC Payroll Account \$500.00

-To cover personnel and payroll
services by Keena Staffing

Local Development Corporation Bills to Be Paid

Chazen Engineering

-Application review, Tech Meadows Lot #4 \$656.50
Tasks 4 and 5

FitzGerald Morris Baker Firth

-Services 12/5-12/13/2018 \$704.00

Julianna Romanazzi

-Postage reimbursement for Certified \$27.41
Mail for 1099s and postage stamps

Local Development Corp Payroll Account \$500.00

-To cover personnel and payroll services
by Keena Staffing

McCarthy and Conlon, LLP

-December 2018 CFO Report and \$650.00
and quarterly compliance

Bill Pay Total: \$2,537.91

Local Development Corporation Business Incubator Prepaid Bills for Reaffirmation

City of Glens Falls \$78.83

-Water and sewer service for 36 Elm Street
10/1-12/31/2018

National Grid \$46.43

-34 and 36 Elm Street Electric Service
12/1-12/31/2018

Total Bills for Reaffirmation: \$125.26

Local Development Corporation Business Incubator Bills to be Paid

No bills to be paid in this bill pay.