



FULTON COUNTY CENTER FOR REGIONAL GROWTH

Fulton County Center for Regional Growth  
**MINUTES of the MEETING of the BOARD of DIRECTORS**

Friday – July 24, 2015 – 8:30 a.m.  
FCCRG Board Room; 110 Decker Drive, Suite 220  
Johnstown, New York

Directors Present: Chris Curro, Gregory Fagan, Travis Mitchell, Ronald Olinsky, Geoffrey Peck, Jim Selmsler, and Dustin Swanger

Directors Absent: Michael Bowker

Staff Present: Ronald Peters and Becky Hatcher

Guests: Jim Mraz, Fulton County IDA and Chris Swatt, City of Johnstown

**Public Session**

**Call to Order / Introductions:**

Chair Dustin Swanger called the meeting to order at 8:33 a.m. He welcomed the Directors and guests to the meeting.

**Minutes:**

Jim Selmsler made a motion to approve the June 26, 2015 board meeting minutes with one change to the meeting adjournment section: replace Dustin Swanger with Greg Fagan as the person asking for a motion to adjourn from Executive Session. Chris Curro seconded the motion and the minutes were approved.

**Administrative Matters**

**Chair Report:**

Board Chair, Dustin Swanger, advised the Board that he has been spending time working on CFA, URI and MV500 issues. Fulton County will have 19 known CFA applications for this year's round of funding. ESD cannot see all of the submissions this year so there may be other applications that did not go through known channels for submission.

The MV500 process continues to move forward. The 6 counties that consist of the Mohawk Valley Region are trying to work well together to develop a superstructure for economic development. A team of economic developers that would oversee all counties is being discussed and ideas from the Board were shared.

## **Committee Reports:**

*Executive Committee:* This Committee has not met since the last Board meeting.

*Governance Committee:* This Committee is scheduled to meet immediately following the Board meeting.

*Finance Committee:* Ron Olinsky advised the Board that this Committee met the Wednesday prior. They reviewed Phil Beckett's report, which looks good. Maddalone's report on Estee Commons showed the occupancy rate around 90%. Payments are being made to CPC toward the mortgage. The Board suggested that negotiations should begin regarding Estee's tax structure as it is known that this will increase over the next few years. The Phase II building needs to come down. The Board suggested establishing an RFP for the demolition of the building. CIC has access to \$650,000 in grant funding available which could be used for this purpose. The Committee reviewed the loan pool report and it was reported that some formerly delinquent loans have been brought current. There was a brief discussion on the GUDAG loan pool.

*Audit Committee:* Ron Olinsky reported that this Committee met with auditors from WEST and Company to review CRG's tax returns and perform the annual auditing exit interview. The tax returns for CIC and EDC were reviewed by their respective Boards.

## **County and City Reports:**

Chris Swatt reported that the City of Johnstown has been working on locating a lead agency to renovate the former YMCA building into a food pantry and shelter. They have put in a CFA application for downtown renovations. There will be a meeting on Monday which will be open to the public regarding changes to the City's Charter regarding the Water Board; this issue will then go before the voters in November.

Jim Mraz reported that Empire State Medical Solutions is waiting for the Governor's approval of their project which should come next week. They are ready to begin growing as soon as 12 hours after the announcement is made.

## **Old Business**

Existing Microenterprise Grant Program Update: The first drawdown check has arrived from New York State through the County office. A resolution was included in the Director's meeting packets to authorize Ron Peters to execute the funding of the L&L Embroidery grant. Greg Fagan made a motion to accept the Resolution as written. Ron Olinsky seconded the motion and it passed unanimously.

The State is still reviewing the other 8 applications. There is no known time frame for their funding.

Community Outreach Program: Ron continues to meet with small local businesses in the County. During the month of July he met with Benjamin Moore, Broadalbin Hotel, FAGE, New Age Renewable Energy, Ruby & Quiri and Scott Hohenforst.

National Grid Grant Update: Ron feels that CRG should be able to submit paperwork for reimbursement to National Grid within the next 30 days.

Management Agreement Updates: Monthly reports are being received from Maddalone and CBRE. Any bills related to properties being managed are submitted to the appropriate management company for reimbursement. Ron approves any payments made to CPC or NBT Bank.

Property Sale Update: This will be discussed in Executive Session

Downtown Improvement Meetings - Gloversville: Ron continues to work on the 2 Great Guys properties on South Main Street. He also met with Susan Casey and has had discussions with the Gloversville Housing Authority.

CFA Grant Writer – Update and Business Retention Project: Ron said that a CFA application has been submitted for the Robison Smith project as they consider a couple of sites within the County for relocation.

Business Retention Project with Job Creation/Retention: A local company is in need of 3,000 s.f. of space off site from their main location. Ron has been working with them to locate something suitable.

2016 Proposed Microenterprise Grant Program: CRG held a public hearing as part of the process to apply for the new grant program. Ron has already spoken to three local businesses interested in applying for a grant.

### **New Business**

Downtown Improvement Meetings – Estee Commons Phase II / Other: Ron is working to clean up the grounds around the Phase II Building. He has also scheduled a tour of the OHM Building on Fulton Street due to some interest in this building.

CRG Marketing Progress: Enclosed in the Directors meeting packets was an unfinished copy of a potential membership flyer. Ron also advised them that staff is working to assemble a mailing list for potential members. The Directors also received the first draft of a marketing flyer created by Shannon Rose. The Board requested that all of the photos show people working, shopping, etc. as there were some static pictures of empty work spaces and downtowns. Once complete, this flyer will be shared with several marketing mailing lists via email blasts through Constant Contact. Staff has been compiling several lists for email blasts and direct mail pieces.

CFA Report: Already Covered in Chair Report and CFA Grant Writer – Update and Business Retention Project

NYS Business Marketing Inquiries: Ron continues to participate in calls with New York State and responds to appropriate inquiries.

Potential CDBG Loans: Ron has been working with three potential borrowers and will schedule an EDC meeting once the applications are complete.

Microenterprise Grant Resolution: Covered under Existing Microenterprise Grant Program Update

Retail Development Specialist Visit: Ron and CRG County Liaison Jim Groff met with a national retail specialist working in the Capital District to discuss future retail locations in Fulton County. The roundabout area in Vail Mills (intersections of Routes 29 and 30) was identified as the

County's best potential for a new retail hub. He explained that traffic counts are the major incentive for retail locations. They also talked to him about any potential for a hotel complex around the Sacandaga Lake funding for the firehouse project in Northville.

Multi County Collaboration: Ron met with an adjoining EDC representative to discuss potential partnership opportunities.

Other: CRG has hired another part time employee: Diane Harnish. Diane will be in the office on Fridays and will be trained to process payables and receivables, as well as assist in other job functions as needed.

The Board discussed the 2016 Budget, which is due to the County by August 7, 2015. Ron will work on finalizing the numbers and will then call a special meeting of the Board to approve the budget for submission.

Ron Olinsky said that the Audit Committee recommends to the full Board that they approve the Char500 and Form 990 for submission as tax returns for 2014. Greg Fagan made a motion that the CRG Board allow Ron Peters and the appropriate signers to execute and submit the returns as completed by WEST and Company. Jim Selmser seconded the motion and it passed unanimously.

**Adjournment to Executive Session to Discuss Legal Issues**

At 9:31 a.m. Dustin Swanger asked for a motion that the Board move into Executive Session; it was made by Greg Fagan and seconded by Jim Selmser before it was passed. The guests were dismissed and thanked for their attendance at the Board meeting.

**Legal Issues:**

The Directors discussed several ongoing legal issues. These discussions were informational in nature. No action was needed.

**Adjournment**

Dustin Swanger asked for a motion to adjourn from Executive Session. Ron Olinsky made the motion. It was seconded by Travis Mitchell and passed at 9:55 a.m.

Per discussion made in Executive Session, Geoff Peck made a motion that CRG open an account with Patriot Federal Bank for a 6 month CD with \$200,000 from CRG's operating account. Greg Fagan seconded the motion and it passed unanimously.

As all business before the Board has been discussed, Dusty asked that a motion be made to adjourn the Board Meeting. Ron Olinsky made the motion. It was seconded by Travis Mitchell and passed at 10:00 a.m.

Respectfully Submitted,

  
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Geoffrey Peck, Board Secretary

8-28-15  
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Date