



FULTON COUNTY CENTER FOR REGIONAL GROWTH

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

Friday – June 24, 2016 – 8:30 a.m.  
FCCRG Board Room; 34 West Fulton Street  
Gloversville, New York

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

Staff Present: Ronald Peters and Becky Hatcher

Guests: James Groff, Fulton County Liaison; Michael Albanese, Esq., Counsel; John Blackmon, County Supervisor; Jim Mraz, Fulton County IDA; Mike Anich, Leader Herald

**Public Session**

**Call to Order / Introductions:**

Chair Dustin Swanger called the meeting to order at 8:30 a.m. He welcomed the Directors and guests to the meeting.

**Minutes:**

Grant Preston made a motion to approve the May 20, 2016 board meeting minutes as written, with the May 18, 2016 Finance Committee minutes as an attachment. Jim Selmsler seconded the motion and the minutes were approved.

**Administrative Matters**

**Chair Report:**

Dusty Swanger notified the Board that the CFA process is still accepting applications. The deadline is July 29, 2016 at 4:00 p.m. The Downtown Revitalization process has been completed on a regional level. The Governor is expected to announce the winners for each region on June 30, 2016. There were seven cities in the Mohawk Valley Region that competed for the downtown funding.

**Committee Reports:**

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

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

*Finance Committee:* Ron Olinsky advised the Board that this Committee met the Wednesday prior with Phil Beckett in attendance. The Committee reviewed the Cash Position report and Phil Beckett's report. They confirmed that the value of the 34 West Fulton Street building was included in Phil's report and will be depreciated over 39.5 years. The Maddalone report shows 2 vacancies at Estee. The Loan Pool report was reviewed and will be discussed in Executive Session.

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

*Membership & Marketing Committee:* Grant Preston advised the Board that the Committee has confirmed that Lindsay Hinkle has agreed to participate on the Committee. They continue to search for other local community members. The new membership flyer has been sent out to existing members and the Committee talked about alternative locations to place the brochure. They talked about hosting a fall event at 34 West Fulton Street and a CEO event at Scott Hohenforst's building on Main Street. Ron added that Jeremy Manning has agreed to serve on the Committee.

### **County and City Reports:**

It was mentioned that Chris Swatt, the City of Johnstown Councilmember who attended CRG meetings as Johnstown's representative, has resigned from his position. CRG Directors were grateful for his attendance and support.

Jim Mraz provided a County Report. The new sign has been erected at the entrance to the Tryon Technology Park and building demolition has started. He expects that it will take one month to complete and will create 110 acres of shovel ready space in the park. At a kick-off meeting, the County will announce the hiring of Gramercy, a PR firm that has been hired to market outside of Fulton County. Within 30 days, Jim expects to have a development strategy on the Hales Mills Road Extension and Vail Mills retail project. Jim confirmed that the Johnstown Renewable Project lot sale is moving forward.

### **President and CEO Report**

2013-2015 Microenterprise Grant Program Update: Ron Peters said that time is short to fund the remaining 2 unfunded grants. If time runs out before the restaurant can find a new location, the money may revert to the State. So far, 10-12 jobs have been created from this round of funding and state reporting is wrapping up.

2016 Microenterprise Grant Program Training Update: He has received 5 more microenterprise grant inquiries. The second round of training classes have ended. 13 certificates were awarded last night and Sam Russo of SCORE spent the day in one of CRG's offices, meeting with businesses who completed the first training class to finalize their business plans.

Community Outreach Program: Ron continues to meet with small local businesses in the County. During the month of June Ron met with Monique's Baketique, Airjet Technologies and MaryAnn Evans from Northville. The Board requested a monthly list of businesses visited, along with the outcome of these visits. All agreed that CRG can make a big impact on small businesses in the County. They talked about establishing incubator space at 34 West Fulton Street and the establishment of virtual office space. Dusty Swanger mentioned that the faculty at FMCC would like to assist with consultation on the Business Mentoring side. Chris Curro also volunteered his time toward this effort as well.

Management Agreement Updates: Monthly reports from Maddalone continue to be received. This report was reviewed by the Finance Committee and showed 2 vacancies. All agreed that the utilization of Maddalone has been cost effective.

NYS Business Marketing Inquiries: Ron participated in 1 solid inquiry so far in June. He reached out to the State on a company from California that is looking to locate in New York. The project could be regionally significant.

The 310 Marketing process with New York State is poised to kick off with more calls from companies interested in hearing about New York State for potential locations. The State contracts with this company to locate qualified leads. The cost to participate is \$1000 and the first call will take place July 5, 2016. These calls have enabled Ron to distinguish market trends and identify the fact that Fulton County is lacking in buildings that are a quarter million square feet. Businesses are currently looking for existing space of that size with high-bay doors. Many companies look more downstate due to the NYC market.

Ron also shared with the Board a kinetic energy project that he heard about when he was at the Select USA Conference. A company is looking to develop sidewalk pavers which capture the energy of pedestrians and create kinetic energy to light places like Times Square in NYC.

Estee Phase II: This will be discussed in Executive Session.

Combined County Marketing Effort Update: Ron participated in the first call that was issued as a qualified lead from the company that the County hired to market Tryon. It was a local company that is "fishing" for potential locations with no firm plans at the moment.

Property Disposition Update: This will be discussed in Executive Session.

Potential CFA: Ron said that continues to seek applicants for the 2016 round. He is working with the City of Gloversville and the Village of Northville on potential CFA applications and will also work with the County regarding another Microenterprise Grant.

Potential CDBG Loans: The CDBG loan with SW Skin Care has closed. Ron is working on 2 more applications.

Downtown Meetings: As previously discussed, the City of Gloversville's Downtown Revitalization packet was submitted for consideration and we are now awaiting the Governor's decision.

EPA Meeting: Ron said that Gloversville Common Council approved hiring HRP Associates to write a potential \$600,000 EPA grant. This grant application is due fall of 2016.

National Grid Grants: CRG has 2 grant applications in to National Grid at this time. They are for a tradeshow event and property improvements.

Upcoming Events: Ron is hoping to book a 2017 Site Selector event here in 2017. He is working on a joint Fulton and Montgomery County Bank Symposium.

Social Media: Ron said that CRG has seen a need to have a greater presence on social media sites. He is looking at CRG's options, perhaps employing a part time person to fill this need.

Gloversville Loan Fund Organizational Meeting: The initial meeting of the City of Gloversville Loan Fund Committee went well. The Committee will look at various marketing firms to establish a logo and to get the word out about the available funds.

34 West Fulton Street: Ron has been working on 2 viable leads for potential tenants as well as a handful of other tenant inquiries. The Board approved "The Center" as the name for 34 West Fulton Street.

Other: Ron attended the NYSEDC Annual Meeting and has been approved to be on their Board as a Director. The CRG Board approved this appointment.

Ron attended the Select USA Investment Summit in WDC last week. President Obama was one of the speakers at the event. This conference was highly recommended to him by NYS. There were 30 countries, 6-7 State Governors, and trade show booths. Ron would like to attend next year with a CRG booth and other attendees as he feels he made some phenomenal contacts at this convention. The Board will take this into consideration and have asked for reports from Ron when he returns from these events so that they can evaluate them.

Ron showed 7 local real estate companies the Sherman site in Caroga Lake for their feedback on development opportunities.

He attended a meeting in Northville with their downtown business association.

A packet was received from NYS regarding the Hugh Farley \$300,000 grant. Staff will begin to work on the draw down process.

CRG intern, Lance Gundersen attended a CORENET event in NYC and Ron will be attending the Fancy Food Show with Chris Curro in NYC.

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

At 9:10 a.m. Dusty Swanger asked for a motion that the Board move into Executive Session; it was made by Greg Fagan and seconded by Jim Selmsler 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 from Executive Session and Adjourn Board Meeting**

Chair Dustin Swanger asked for a motion to adjourn the meeting from Executive Session. Greg Fagan made the motion; Travis Mitchell seconded the motion and it passed unanimously.

Additionally, as all needed agenda items had been covered, Dusty asked for an adjournment for the Board Meeting. Grant Preston made the motion; it was seconded by Jim Selmsler and was passed at 9:50 a.m.

Respectfully Submitted,

  
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Geoffrey Peck, Board Secretary

7-22-16  
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Date



FULTON COUNTY CENTER FOR REGIONAL GROWTH

Fulton County Center for Regional Growth  
**MINUTES of the MEETING of the FINANCE COMMITTEE**

Wednesday – June 22, 2016 – 8:30 a.m.  
FCCRG Board Room, 34 West Fulton Street  
Gloversville, NY

Directors Present: Gregory Fagan, Ronald Olinsky, Geoffrey Peck and Jim Selmsner

Directors Absent: Scott Hohenforst

Guest: Phil Beckett, CPA

Staff Present: Ronald Peters and Becky Hatcher

**Call to Order - Approval of Minutes**

The meeting was called to order by Ron Olinsky at 8:35 a.m. Jim Selmsner made a motion to approve the minutes from the May 18, 2016 meeting. Greg Fagan seconded the motion and it was passed.

**Review of CRG, CIC and EDC Cash Positions**

The Committee reviewed the Cash Position spreadsheet. After discussing CRG's accounts, the Committee asked Becky to find out more information on the bond payment which is automatically deducted from the NBT account. They would like this account to pull from Patriot Bank and close out the NBT Bank account as the bond payment is the only reason it is open. Becky also advised them that the only item left in the CIC Security deposit account is Yusen's \$5000 deposit. The rest of the funds in that account will be transferred to CIC's operating account as income once the Yusen money is transferred out. Becky also explained that the EDC Key account remained open due to an outstanding check. Once that check clears, the account can be closed. The new EDC operating account at Berkshire Bank has been opened and houses the bulk of EDC's funds.

**Review of Phil Beckett's Packet**

The Committee reviewed Phil Beckett's report. Mr. Beckett was in attendance at the meeting. He reviewed the report with the Committee. In response to their request, the 34 West Fulton Street building has been booked in CRG as a contribution. The building has been set up to depreciate over the next 39 years. In addition to the CRG report, Mr. Beckett reviewed reports from CIC and EDC with the Committee, providing explanations where needed.

Regarding CRG's monthly budget and the 34 West Fulton Street building budget, Ron Peters went through these two reports with the Committee. He pointed out areas of the building budget which will benefit from the \$300,000 Farley grant, which CRG will begin to draw down once the grant registration process has been completed. The Committee requested a quote from Time Warner to see if their services for telephone and internet would be less expensive than Frontier. They also would like to see the building budget each month.

**Other**

**CIC Rent Rolls:**

A copy of Maddalone's report was provided to the Committee and was reviewed. Mr. Beckett pointed out that the owner statement runs mid-month to mid-month while the P&L report runs on a calendar month. He will contact Mark Shils with Maddalone with his questions.

**EDC Loan Pool Report:**

The Committee reviewed the Loan Pool Report. They discussed Henck and Mohawk Cabinet loans. They also discussed the new City of Gloversville Loan Fund and closing out the GUDAG account, which was completed during June.

**Old Business**

There was no old business discussed at this meeting.

**New Business**

There was no old business discussed at this meeting.

**Adjournment**

As all business of the Meeting of the Finance Committee has been discussed, Jim Selmsner made a motion to adjourn the meeting. Greg Fagan seconded the motion and the meeting adjourned at 9:18 a.m.

Respectfully Submitted as approved by the Finance Committee and Board of Directors,

  
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Geoffrey Peck, Board Secretary

7-22-16  
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Date