



FULTON COUNTY CENTER FOR REGIONAL GROWTH

Fulton County Center for Regional Growth  
**Minutes of the Meeting of the Board of Directors**  
Friday – October 22, 2021– 8:30 a.m.  
34 W Fulton St. and Zoom conference  
Gloversville, New York

- Directors Present: Terri Easterly (phone), Kent Kirch (phone), Travis Mitchell, Geoffrey Peck, Grant Preston (video), Bryan Taylor (phone)
- Directors Absent: Timothy Beckett, Gregory Fagan, Dr. Leslie Ford
- Staff Present: Ronald Peters, Ken Adamczyk, James Hannahs, Desirée Perham, Paul Davis
- Other Attendees: Joe Semione, Chair-Fulton County IDA; John Blackmon, County Liaison; Brenda Coon, First Choice Financial FCU

***Public Session***

**Call to Order: 8:35 a.m.**

***I. Welcome and Call to Order***

- a. The meeting was called to order at 8:35 a.m.

***II. Roll Call***

- b. Roll call was taken by Desirée Perham. A quorum was present.

***III. Meeting Minutes***

- a. The Chair asked the Board to review the September 24, 2021, Regular CRG Board Meeting Minutes. No changes were mentioned. Geoffrey Peck moved a motion to approve; Kent Kirch seconded the motion, and the Board approved the minutes as presented.

***IV. Announcements***

- a. None

## V. **Reports**

### a. **Chair Report**

There was no new information to report to the Board.

Conclusion of Chair Report

### b. **Committee Reports**

#### • **Executive Committee** – (Geoff Peck)

- i. The committee met on Tuesday, October 19, 2021, to review the third quarter results along with goals and accomplishments to date. An executive session was held to review personal information regarding personnel. This was a positive conversation that went very well. There was some budgetary discussion as well with regards to the 2022 request from the County. Meeting minutes with goals performance details will be routed to the Board next week.

#### • **Governance Committee** – (Geoff Peck)

- i. The committee met on Tuesday, October 19, 2021, and discussed the pool of candidates to be considered for a position on the board. Also, the lengths of terms for officers were reviewed and changes to the bylaws proposed to allow Chairs to be more effective in the position by extending the term from one year to two years maximum. Meeting minutes will be routed to the Board next week.

#### • **Finance Committee** – (Grant Preston)

- i. The Finance Committee met on Wednesday, October 20<sup>th</sup>. The reports reviewed looked good and financially, CRG is holding strong. Three additional tenants have been added recently, which is helping with cash flow.

#### • **Audit Committee** – This Committee has not met since the last Board meeting.

Conclusion of Committee Reports.

### c. **Membership & Marketing Report**

**Ken Adamczyk:** (Report was included with board package)

- Google My Business increased traffic to CRG's webpage with 27 new people visiting. Posts are doing well, up to 176.
- Facebook followers are up to 1086 which is good for an EDO.
  - The early "bump" in the graph was from Ken being more active with shares and engaging followers. It was not covid related. The drop was a technical glitch in the system, not related to CRG's Facebook followers.

- On the Post and Reach Engagement graph, blue is for reach and orange is for engagements. Increases are generally related to posts and the best way to see increases is with likes and shares.
  - The ratios tend to stay relatively consistent.
  - The Board noted that the new graph report format was much more helpful and would like to see this continue.
- The financial goal for membership is \$61,627 that includes a 10% increase over last year. On the graphic, blue is actual, and orange adds in the committed funds from the City that are expected quarterly. Other memberships anticipated by the end of the year should result in reaching the goal. We are currently at 95% of the number-of-members goal and need three more to reach it.
- The next Microenterprise Grant training for Fulton County businesses will begin in January 2022. Montgomery County will also be sending people, but under the County MEG program. Last time it was the City of Amsterdam's program.
  - A \$15,000 grant was received to cover the cost of the Montgomery County training. The CRG costs run \$5-6,000.
  - Instructors Zoom conference except for the in-person Business Plan training.
  - As stated in the RFP, a 30-day request is needed for setting up a training program.
- The Mohawk Valley Regional Economic Development Council invited CRG to present on our Microenterprise Grant Program at their next meeting on October 29, 2021.
  - The recognition
- Drawdown #1 with 5 applications for the original MEG should be received in a week. Drawdown #2 with 3 applications will be sent to the State soon and Drawdown #3 with 5 applications will go to the County by November 8. There will be \$15,000 left for the MEG committee to dole out as one grantee has been moved over to the CARES Act MEG which freed up the funds.
- CRG is talking with 37 businesses as potential applicants for the CARES Act Microenterprise grant (MEC). This is one is more difficult as the state is still changing forms and rules.

Conclusion of Marketing and Membership Report.

**d. Gloversville Downtown Development Specialist Report**

**James Hannahs:** (Report was included with board package)

- A Downtown Revitalization Initiative (DRI) presentation was given to the Mohawk Valley Regional Economic Development Council on Friday October 8th. There were five presenters online, each presenting a Gloversville project area and summary of readiness. Geoff Peck stepped in last minute to fill a vacancy which was greatly appreciated. Other presenters included James Hannahs, Mayor Vince DeSantis, Jen Mazur and Janelle Kraus. The Council made a recommendation to the Governor on October 20<sup>th</sup> and award announcement are anticipated in late November from the State.
- The GDDS identified four very worthy properties that were highlighted at the Brownfields Developer Summit Webinar in a three-minute presentation held on October 6<sup>th</sup>.
- Additional sites are being identified by the ongoing site assessment study underway as the City and GDDS go through the BOA and LWRP properties. The assessment uses a scoring system to aid in prioritizing sites.

- Asset development and marketing: GDDS has been working with four local businesses to access local loans. The businesses align with the strategic plan need for restaurants, agriculture and youth recreation.
- The Pedestrian Safety Project is making good progress. Sidewalks have been widened, some parking has been removed and bump-outs added to narrow the road to two-way traffic. There is already a noticeable calming of traffic and speed reduction.
- Elk St. Park Project update: The City DPW added a paved pathway through the park with side timbers. Five lamp posts, benches and planters will be added along it in the spring and a gate will be added to prevent vehicular traffic from accessing the path. A community meeting was held to discuss next steps as the City picks up more responsibility on this project.
- The Gloversville Merchants Association has developed a Passport event for Saturday, November 27<sup>th</sup>, a peak shopping time during the Thanksgiving weekend. Shoppers will use the Passport to collect stamps as they visit various merchants and once the book is complete it will be turned in for a prize drawing at the end of the day. The goal is to incentivize foot traffic in downtown Gloversville, generate a shopper dataset and put some metrics around it. The GMA is also considering later hours to drive downtown traffic in the evening and stimulate a nightlife.
  - The Board asked if the Chamber was involved in the coordination of this event. The Chamber is not involved specifically in this event, or with the GMA in general, but is active with the Arts Alliance that coordinates with Gloversville and the DDS on various projects.
  - Information is shared with the Chamber regularly, so they have the option to be involved. Anne Boles attends CRG/DDS events and includes CRG on current Chamber events.
- Information on Saratoga Arts Decentralization Grants has been shared with local artists. One was secured for the Glove Theater last year and we hope to bring in more. Two workshops were held to assist artists with the grant application process and one more is slated for November 17<sup>th</sup>. A coordinator for Saratoga Arts was brought in to answer questions during the sessions.
  - Six letters of intent have been submitted and \$30,000 in grants have been targeted for the area. The application deadline is November 19<sup>th</sup>. The goal of Saratoga Arts is to bring in funding across Fulton County for public displays of art, community art installations and art educational programs.
  - The Board asked if Saratoga Arts was aware of the potential for artist housing in downtown Gloversville and James confirmed they were.

Conclusion of GDDS Report.

**e. Chamber, Fulton County, IDA, and City Reports**

The Chair requested reports from the City and County members present.

**1. Chamber**

- No in person report this month.

**2. Fulton County (John Blackmon)**

- One million dollars was obtained through the American Rescue Plan Act (ARPA) fund for the Parkhurst baseball field and construction is slated to begin in July of 2022.

- The phases to rebuild the Parkhurst complex have been modified so that the main stadium and field will take place first and then the smaller fields.
  - There is a group near Albany that plans to hold several games here.
  - Ken Adamczyk is working with the committee on a Market NY grant to assist with marketing the Parkhurst baseball fields. The grant is an 80:20 match so an additional \$200,000 is possible.
  - Land purchase was completed for the Northville Museum. Work is not expected to begin in the near future.
  - A study is being completed to extend a sewer line to Northville. Phase I will locate the sewer to Mayfield and Phase II the remaining distance to Northville. Phase II is dependent on receiving federal infrastructure funding.
3. **Fulton County IDA** – (Joe Semione) (Monthly report included with board package)
- Noted that report sharing between CRG and the IDA is very beneficial.
  - The proposed sale of the Maintenance Building to Randy Lott is still waiting on an estimate from National Grid for electrical service; the sale deadline has been extended to November.
  - Adam Wynstanley is interested in buying the remaining land in Tryon Technology Park for \$5.8 million and he proposes to install 1.9 million square feet of buildings there. A letter of intent has been signed and the signed purchase agreement is expected soon. The IDA would like to thank Ron Peters for bringing in this lead to the IDA.
  - Vireo Health closed on 93 acres of land to be used for recreational and medical marijuana. 325,000 square feet to be ready beginning in April 2022. Some of the proceeds of the sale will be shared with CRG as one of the partners on this deal along with the County and Cushman Wakefield. A check was presented to CRG for \$47,384.
    - Vireo has worked with Fulton-Montgomery Community College to build two different educational tracts to help with workforce development. One is on the agriculture side and the other on the technology side. Vireo Health is a very good community partner.
4. **City Reports**
- No in person reports this month.

Conclusion of County and City Reports.

## ***VI. President and CEO Report***

**Ronald Peters:**

a. Business Update

1. Resolutions – A quorum was present for reviewing and voting on the resolutions being presented. Copies of the drafted resolutions were provided to the Board for review prior to the meeting.
  - i. **Resolution for the approval of a membership application to Fulton County Center for Regional Growth, Inc.**

- Motion: Terri Easterly moved a motion to approve the resolution for a new member as drafted and Geoffrey Peck seconded the motion.
  - Discussion: Travis Mitchell noted that the application for new membership is for a gold level membership for Key Bank. No additional comments were made.
  - Vote: All directors present voted in favor of approval and the motion passed.
- ii. **Resolution to recommend, to the CRG membership, adoption of amendments to the bylaws of FCCRG, Inc.**
- Motion: Grant Preston moved a motion to recommend, to the CRG membership, adoption of the bylaw amendments as written in the drafted resolution provided and Kent Kirch seconded the motion.
  - Discussion: This bylaw amendment has been reviewed in the Governance Committee over the last couple of months and the board has seen it previously as well. The resolution here is for the Board to make a recommendation to the Membership to accept the bylaw amendments. The Membership will vote on whether to approve the bylaw amendments at the annual meeting. It was pointed out that the bylaw wording was modified slightly to include the words “a maximum of two one-year terms” to give directors more flexibility with the option of serving as chair for one or two years.
  - Vote: All directors present voted in favor of approval and the motion passed.

## 2. Grant Requests

- i. An RFP for the \$300,000 EPA site assessment will be going out next month. This will give us the opportunity to look at properties across Fulton County. The plan is to look at some properties that the County might be able to pickup for back taxes and give them an idea of what issues they would be facing. This will give us the opportunity to reach areas not approached in the past, old gas stations in Northville or Caroga Lake for example, or old industrial sites that haven’t been considered before. It will give CRG information to use for approaching property owners with a potential for a solution to problem sites.
- ii. The federal EPA grant is a two-year program and a new process for CRG, so we plan to attend webinars offered for a better understanding.
- iii. It was noted that the State is recognizing that CRG is excelling with the MEG program as MVREDC has invited us to present on it. The MEG program has taken a lot of time and effort and is very good for the County as it has a multiplier effect for business growth.

## 3. Business Inquiries-

- i. A couple of sites have been identified for an agricultural project. National Grid was consulted to point out locations that will best fit their electrical needs.
- ii. A west coast glove sewing operation is waiting on an equipment quote. The plan is to relocate them into the Incubator space. They would be looking to employ 15 people initially with plans to expand to 50. Later, CRG would look at installing a spec-building on a site which the growing

sewing operation could relocate to and possibly share with another start-up company.

- iii. Working with a site selector inquiry that is currently on hold waiting on a NY State law change. We have presented several sites to them, and it will boil down to power needs. National Grid has been working well with CRG on this.
- iv. An ongoing NYS EDS lead has been worked on for 12 months. We have made the second cut and are one of three being considered in the state. CRG has met often with the GJJWTF board, and they have worked hard to keep the costs as low as possible for a business entering Fulton County which is a definite advantage. One drawback on the site CRG proposed is possible geological concerns. If this site is chosen, it would bring 100 manufacturing jobs to the area.
- v. The Lake George/Lake Champlain Regional Planning Commission has asked CRG to be a “spoke” in a program where they would be the Hub. The State has extended the deadline to submit; CRG has already applied.
- vi. The State requested CRG to hold a webinar for small businesses related to covid programs. An announcement was released, and five businesses attended the webinar.
- vii. CRG is part of two applications for grants through the federal Build Back Better plan: one with the NYS EDC and the other with MVEDD. CRG recommended that MVEDD include all six counties and go after the maximum amount of 25 million. MVEDD agreed and applied for a planning/assessment grant of \$400,000 that could later allow the region to go after the 25 million. As part of this, Fulton County submitted to MVEDD, a project on a thermal sludge dryer for the GJJWTF. All six counties each submitted a project, and that grant is in progress.
  - o The board asked if other projects could be considered. It was confirmed that since we are in the initial application, there is room to adjust later if needed.
- viii. The first JDA loan will close in a week to ten days.

#### 4. Site Assessment Study

- i. There have been multiple meetings with the consultant for the countywide site assessment study. A joint meeting with National Grid will be held soon to review sites with power grid overlays and determine how to maximize sites. When the study is complete within a month, a presentation will be made to our committees and then to the County.

Conclusion of the President and CEO Report.

## ***VII. Adjournment to Executive Session***

At 9:27 a.m., Travis Mitchell moved a **motion to adjourn** to executive session, Terri Easterly seconded the motion, and it was passed by all present.

Geoffrey Peck moved a **motion to return** from executive session, Travis Mitchell seconded the motion, and it was passed by all present. The Board returned from executive session at 9:43 a.m.

Action Taken: Geoffrey Peck moved a motion to accept Brenda Coon as a member of the Board for 2022. Travis Mitchell seconded the motion, and it was passed by all present.

**VIII. Wrap Up**

No additional comments were made.

**IX. Adjourn Meeting**

At 9:44 a.m., Geoffrey Peck moved a **motion to adjourn** the meeting which was seconded by Travis Mitchell and passed by all present.

Respectfully Submitted,

  
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Geoffrey Peck, Board Secretary

12-14-21  
Date