

**BOARD OF DIRECTORS OF THE TOWN OF
PLATTSBURGH LDC, INC.**

Regular Meeting -- November 4, 2010 -- 10:00 a.m.

- Call to Order (10:05 a.m.)/Introductions – Present: Hebert, Woods, Christopherson, Corell, Coffey, Bassett, Bob Butler, County Legislator
 - Absent: Sally Sears Mack

- Proof of notice of meeting or waiver of notice: See meeting notice.

- Reading of Minutes of 9-22-10:
 - Motion to accept by Bob Christopherson; seconded by Elaine Woods. Vote: all in favor.

- Receiving communications: ABO regulations – see new business.

- Appointment of New Members: Discussion of the current vacancy was conducted with Mr. Bassett. He will be researching a prospective replacement for Mike Whalen with the Town Board.

- Town Supervisor Issues: Bernie, Phil, and Peter Edelman met with attorney Ken Bond to discuss possible ways to support local development. Ken is not in favor of Tax Increment Financing (TIF) discussed earlier. He is developing a new model of “Project Development Financing” which he reviewed. At this point it is early for the LDC to become involved.

Bernie has just spoken with Joe Robito concerning a new initiative by the State to “In-source” support services for corporations. The Plattsburgh area has the resources to become a prime location with the local colleges and available industrial space.

He also spoke about the need for a new roof on a local senior housing complex and the possibility of gaining a CDBG grant to assist in the project.

- Reports of Officers/Committees:
 - Balance on Hand: \$113,509.17 + \$13,550 due in HOME funds. Total funds available: \$127,059.17
 - Multina has filed bankruptcy/Cedar Knoll continues to pay interest only.
 - Motion to accept financial report by Elaine Woods; seconded by Bob Christopherson; Vote all in favor.

- Unfinished Business
 - SSF Production, LLC status: Sub-recipient agreement has been signed and consultation agreement is in process. We are still working out a process to bond the grant before releasing funds.
 - Mike Whalen tendered his resignation from the LDC due to time commitments. A motion was made by Elaine Woods, seconded by Bob Christopherson to accept Mike Whalen’s resignation with regrets and thank him for his services to the LDC. Vote: all in favor.

-- New Business

- Phil announced that the State CDBG Program has awarded Haley Lumber a grant of \$100,000 for the creation of jobs. The Town would like to LDC to serve as the Sub-recipient and administer the grant.
 - Motion to enter into a sub-recipient Agreement w/ Town of Plattsburgh to administer the \$100,000 Haley Lumber Grant was made by Bob Christopherson; seconded by Elaine Woods. Vote: all in favor.

- A request for proposals was issued for the provision of consultation services for the Haley Lumber grant. Proposals were received from Laberge, Camoin, and Shelter Planning. Phil recommended we enter into a contract with Laberge. Bob asked about the decision to recommend Laberge. Phil noted that Laberge and Camoin quoted similar rate scales while Shelter Planning quoted a flat fee to conduct all the grant responsibilities. The Town has a good working relationship with Laberge and their staff and feels they have performed well in the past in this capacity.
 - Motion to appoint Laberge Associates to serve as Consultants to the LDC for the Haley Lumber Grant on an as needed basis with all costs being reimbursed through the Grant was made by Elaine Woods; seconded by Bob Christopherson. Vote: all in favor

- ABO reporting: The annual BUDGET & FINANCIAL PLAN has been prepared for submission to the ABO. The figures and report were reviewed by all.
 - Motion to accept and post the Budget & Financial Plan as required by the ABO requirements by Elaine Woods; seconded by Bob Christopherson. Vote: all in favor.

- Confidential Report of Board Performance: The ABO has added a new requirement to be completed by Board members – a CONFIDENTIAL EVALUATION OF BOARD PERFORMANCE. This must be completed by all Board members and the results compiled by the Governance Committee.
 - It was established that all Board members should send their confidential responses to Phil by December 17, 2010. They will be compiled by the Governance Committee consisting of Barb, Elaine, and Phil for discussion at the January organizational meeting before submission to the State ABO.

-- Adjournment: Motion to adjourn made by Elaine Woods; seconded by Bob Christopherson. 11:05 a.m.

-- Future Meeting Date: Thursday, January 6, 2011

Submitted by:



Philip Corell, Secretary