

**MINUTES OF THE MEETING OF THE
VILLAGE OF PORT CHESTER
INDUSTRIAL DEVELOPMENT AGENCY**

HELD: February 12, 2014

TIME AND PLACE: 6:30 P.M., Village Hall, Conference Room, 222 Grace Church Street, Port Chester, New York

A regular meeting of the Village of Port Chester Industrial Development Agency was convened on Wednesday February 12, 2014 at 6:30 p.m. at 222 Grace Church Street, Port Chester, New York 10573.

Roll Call

Board Member Richard Cuddy led the group in the Pledge of Allegiance and offered a moment of silence for our troops after which the meeting was called to order by Chairman Neil Pagano with the following additional Board members being present, Richard Cuddy, Frank Ferrara, John Hiensch, Dennis Pilla and James Taylor.

ROLE CALL

<u>MEMBER</u>	<u>MOTION</u>	<u>SECOND</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
<u>CUDDY</u>			<u>X</u>		
<u>FERRARA</u>			<u>X</u>		
<u>HIENSCH</u>			<u>X</u>		
<u>KENNER</u>			<u>Absent</u>		
<u>PILLA</u>			<u>X</u>		
<u>TAYLOR</u>			<u>X</u>		
<u>PAGANO</u>			<u>X</u>		

Also in attendance were Board Counsel Justin Miller, Village Manager Christopher Steers, Treasurer Leonie Douglas Village Attorney Anthony Cerreto and Acting Board Secretary Constance Phillips.

This meeting was a joint meeting with members of the Board of Trustees for the purpose of reviewing the submitted RFP's for Technical Assistance on Port Chester Public Schools Overcrowding, and Mitigation Analysis Relating to Housing and Economic Growth Potentials.

It was noted that the Board of Trustees Roll Call was done prior to the start of their executive session. In addition to the IDA Board members the following Trustees were in attendance along with the Village Clerk Janusz Richards: Trustees Adams, Brakewood, Ceccarelli, Marino, and Mayor Pagano. .

Chairman Pagano opted to forego the Chairman's Remarks and proceeded with agenda. Chairman Pagano stated that the Board of Trustees had an Executive Session prior to the start of this meeting, took care of some business and went into recess. Chairman Pagano called for the Board of Trustees to come out of Executive Session and proceeded with the joint meeting.

Chairman Pagano turned the meeting over to Village Manager/Acting Administrative Director Christopher Steers to give an overview of the background behind the decision to advertise the RFP for Port Chester Schools. He explained that we were not looking for a "tipping study" but simply looking for a student mitigation study. Frontload the analysis of the school children based upon guidelines established by the Village instead of the random guidelines that come out of the SEQRA process which fosters some skepticisms. The end desired results is to have those guidelines hardwired either somewhere through the Code or through the SEQRA process that says this is what we want you to look at and how we want you to look at it. It removes the uncertainty for developers and streamlines the process so that they know what they are getting into. The goal is to have an alignment with the school board in terms of what they are looking for and what the Village and developers are trying to achieve.

There were four RFP's submitted and each was given an opportunity to give a verbal presentation of their submission. The four applicants were:

Ross Haber
Ross Haber Associates
24 Garden Terrace
Milltown, NJ 08850

Robert J. Hendriks III
Educational Legacy Planning Group
105 Alicia Drive
North Babylon, NY 11703

Tina Lund
Urbanomics
115Fifth Avenue
New York, NY 10003

Mike Zuba
Milone & MacBroom, Inc.
99 Realty Drive
Cheshire, CT 06410

Before the applicants did their presentations, a question and answer session was held among the Board members to make sure any questions about the RFP's, i.e., the role of the School Board in the process etc.

On the motion of Board member Richard Cuddy, seconded by Board member Frank Ferrara, the IDA meeting went into an Executive Session for the purpose of hearing the RFP presentations.

ROLE CALL

<u>MEMBER</u>	<u>MOTION</u>	<u>SECOND</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
<u>CUDDY</u>	<u>X</u>		<u>X</u>		
<u>FERRARA</u>		<u>X</u>	<u>X</u>		
<u>HIENSCH</u>			<u>X</u>		
<u>KENNER</u>			<u>Absent</u>		
<u>PILLA</u>			<u>X</u>		
<u>TAYLOR</u>			<u>X</u>		
<u>PAGANO</u>			<u>X</u>		

On the motion of Trustee Brakewood, which was seconded by Trustee Marino, The Board of Trustees meeting went into an Executive Session for the purpose of hearing the RFP presentations. The Role call was recorded by the Village Clerk Janusz Richards.

On the motion of Board member Frank Ferrara, seconded by Board member Dennis Pilla, the IDA Executive Session was closed.

ROLE CALL

<u>MEMBER</u>	<u>MOTION</u>	<u>SECOND</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
<u>CUDDY</u>			<u>X</u>		
<u>FERRARA</u>	<u>X</u>		<u>X</u>		
<u>HIENSCH</u>			<u>X</u>		
<u>KENNER</u>			<u>Absent</u>		
<u>PILLA</u>		<u>X</u>	<u>X</u>		
<u>TAYLOR</u>			<u>X</u>		
<u>PAGANO</u>			<u>X</u>		

On the motion of Trustee Adams, which was seconded by Trustee Brakewood, the Board of Trustees Executive Session was closed. The Roll call was recorded by Village Clerk Janusz Richards

On the motion of Trustee Brakewood, which was seconded by Trustee Adams, the Board of Trustees meeting was adjourned. The Roll call was recorded by Village Clerk Janusz Richards.

The IDA meeting continued with its scheduled agenda.

Minutes

On the motion of Board member Richard Cuddy, which was seconded by Board member John Hiensch, the minutes for the November 13, 2013 meeting were approved.

ROLE CALL

<u>MEMBER</u>	<u>MOTION</u>	<u>SECOND</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
<u>CUDDY</u>	<u>X</u>		<u>X</u>		
<u>FERRARA</u>			<u>X</u>		
<u>HIENSCH</u>		<u>X</u>	<u>X</u>		
<u>KENNER</u>			<u>Absent</u>		
<u>PILLA</u>			<u>X</u>		
<u>TAYLOR</u>			<u>X</u>		
<u>PAGANO</u>			<u>X</u>		

Treasurers Report

Invoices

Treasurer Leonie Douglas gave an overview of the current budget, invoices and escrow reports.

The current invoices that were submitted:

\$500.00 Leonie Douglas – Treasurer Services

\$200.00 Constance Phillips – Secretarial Services

\$51.25 – FedEx

\$46.80 – FedEx

Budget

Ms. Douglas gave an overview of the current budget as of October 31, 2013

Port Chester Industrial Development Agency as of 01/31/2014

Cash on Hand	\$514,740.17
Prepaid Expenses	\$ 6,000.00
Cash on Hand & Net Asset @ 11/01/2013	\$520,740.17
Total Revenue/Interest Received 11/13 – 01/14	\$ 51,185.62
Total Expenses - October	\$ 251,074.56
Net Assets @ 01/31/2014	\$320,851.23

Reconciliation of Bank Accounts & Net Assets

JP Morgan Chase 11/1/13	\$370,551.36
Deposits	\$ 51,062.80
Interest earned – Nov-Jan	\$ 50.12
Checks Written	\$251,074.56
Total JP Morgan Chase 1/31/2014	\$170,589.72

TD Bank @ 11/1/2013	\$144,188.81
Interest earned – Nov - Jan	\$ 72.70
Total TD Bank @ 1/31/2014	\$144,261.51
Total Bank Balance @ 01/31/2014	\$314,851.23
Prepaid Expenses 2 yrs. prepaid rent)	\$ 6,000.00
Total Net Assets @ 01/31/2014	<u>\$320,851.23</u>

Ms. Douglas also provided the Board with verbal summary of the G & S Escrow and Purdy Avenue cleanup balances. Purdy Avenue Cleanup - \$22, 162.00 and G&S Escrow \$16, 843.00. G & S has not replenished their escrow account (\$8,174)

On the motion of Board member John Hiensch, seconded by Board member James Taylor, the Treasurer’s report and the submitted invoices were approved.

ROLE CALL

<u>MEMBER</u>	<u>MOTION</u>	<u>SECOND</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
<u>CUDDY</u>		<u>X</u>	<u>X</u>		
<u>FERRARA</u>			<u>X</u>		
<u>HIENSCH</u>			<u>X</u>		
<u>KENNER</u>			<u>Absent</u>		
<u>PILLA</u>			<u>X</u>		
<u>TAYLOR</u>	<u>X</u>		<u>X</u>		
<u>PAGANO</u>					

Board member Richard Cuddy said that at the November and January meetings he heard that G & S might be sold. He said he had written letters of inquiry and emails to the staff inquiring what might be sold and what might be kept and asked to be kept apprised of any agreements. Chairman Pagano informed the Board that that deal to sell is no longer on the table, the deal is off. Chairman Pagano also informed the Board that Mark Weingarten is no longer the attorney for G & S.

Adjourn

On the motion of Board member Richard Cuddy seconded by Board member Dennis Pilla the meeting was adjourned at 10:35 p.m.

Respectfully Submitted,
Constance R. Phillips