



In accordance with restrictions in place due to COVID-19, this meeting was held via videoconference.

Board members Present: Joe Lawrence, Thomas Gillette, Darlene Rowsam, Gagan Singh, McKenzie Lehman, and Ron Burns (Joined at 8:06am)

Others Present: Brittany Davis, Jenna Kraeger, Cheyenne Steria, Kevin McArdle, Christopher Canada (Left at 8:24), Marguerite Wells (Joined at 8:20, Left at 8:24am)

Excused Board Members: Jerry Cayer

Chairman Joseph Lawrence called the meeting to order at 8:03 am.

Chairman Lawrence read the Naturally Lewis mission statement.

Items for Approval

8:03 – 8:56

- **The minutes for March 4, 2021 Regular Meeting** were approved upon a motion made by Gagan Singh and seconded by McKenzie Lehman. All present were in favor and the motion carried.
- **February Financial Reports** were presented as recommended by the Finance Committee and discussed. Report was approved upon a motion by McKenzie Lehman and seconded by Tom Gillette. All present were in favor and motion carried.
- Executive Director Davis provided a visual update regarding the status of all current renewable energy projects being discussed in the PILOT process.
- The LCIDA board reviewed the PILOT applications and cost benefit analysis for **Solitude Solar LLC Martinsburg Projects (Glendale Maple and Flat Rock Road)** as recommended by the Finance Committee. It was discussed that even though construction has already started on these projects, pro formas provided by the company that pre-date construction demonstrate that the project would not be feasible 'but for' the payment in lieu of tax agreement. Attorney Chris Canada, Hodgson Russ, representing the LCIDA, has analyzed the pro formas provided by Solitude Solar to ensure that a PILOT was allowable. However, a Sales Tax Exemption cannot be granted retroactively or for purchases already made. The timeline of these projects is such that the LCIDA will not consider a Sales Tax Exemption.
 - A **public hearing resolution** was passed to allow the LCIDA to hold a public hearing regarding the proposed project to be undertaken for the benefit of Solitude Solar, LLC for their **Flat Rock Road** project located at 5194 Flat Rock Road, 4.8 MW, Town of Martinsburg, NY. A motion to approve the resolution was made by Tom Gillette and seconded by Darlene Rowsam. Motion carried. All present voted in favor.
 - A **public hearing resolution** was passed to allow the LCIDA to hold a public hearing regarding the proposed project to be undertaken for the benefit of Solitude Solar, LLC for their **Glendale Maple** project located at 6468 Glendale Road, 1.8 MW, Town of Martinsburg, NY. A motion to approve the resolution was made by McKenzie Lehman seconded by Ron Burns. Motion carried. All present voted in favor.
- Staff noted that the actions related to **Solitude Solar Lowville Waters Road Unit A & B** are tabled until next meeting. The public hearing notice was sent to the local media but was not published and therefore was not valid.
- Staff provided an update on the **Number 3 Wind** project and their request for extension of the sales tax exemption benefit approved in June 2019 by the LCIDA board.



- A **sales tax resolution** was passed to allow the LCIDA to extend sales tax exemption until December 15, 2021. A motion to approve the resolution was made by Tom Gillette seconded by Ron Burns. Motion carried. All present voted in favor.
- Staff has selected a **Marketing & Communications Intern** for Summer 2021. The candidate has applied for the Careers Here program, however there is a chance that the position may not be funded. Staff and the Finance Committee recommend LCIDA fully fund the position for 350 hours plus FICA to in the amount of \$4710 if it is not funded by Careers Here.
 - A motion to approve funding for the summer intern position was made by Darlene Rowsam seconded by Ron Burns. All present were in favor and motion carried.
- Executive Director Davis updated the board on a Lewis County collaborative project to create short- and long-term solutions for childcare in Lewis County. The short-term program, **North Country Regulated Home Day Care Bootcamp** is a partnership with JCC, CAPC and SBDC to assist with the goal to create 15 new in-home daycares in year one. The course encourages entrepreneurship, education and potentially job creation. The year one commitment for Lewis County students for the program to run is \$42,460. Other funding potential could come from Lewis County, grant funds and Jefferson County IDA.
 - Motion to approve funding for the **North Country Regulated Home Day Care Bootcamp** up to \$42,460 was made by Gagan Singh seconded Ron Burns. All present were in favor and motion carried.
- Staff updated the board on the Governance Committee discussion to add a **Projects Committee** to the LCIDA bylaws. The committee would be comprised of one board member with the flexibility of additional board members to take part in specific discussions based on expertise or interest.
 - Motion to **Amend By-Laws to Add Projects Committee** by McKenzie Lehman seconded by Darlene Rowsam. All present were in favor and motion carried.

Executive Director's Report

8:56 – 9:01

- Brittany Davis noted her previously distributed **Directors Report** highlighting collaborative projects with South Lewis Schools, Lewis County Broadband, Lyonsdale RFEI process, Smart Growth Solar process, and CDBG funding.

Committee Reports

9:01 – 9:04

- Finance Committee Chair, Tom Gillette touched on items throughout the meeting from the **February Finance Committee Notes**.
- **February Governance Committee Notes** were reviewed by Brittany Davis highlighting the planning of the Economic Development Advisory Council we are looking to implement by the end of 2021.

Discussion Items

9:04 – 9:07

- LCIDA Board will plan to return to in-person board meetings for the May 6, 2021 board meeting at the JCC Education Center. Committee meetings will be held via zoom.

Minutes of the County of Lewis Industrial Development Agency
April 1, 2021 | 8:00-9:30am
7551 South State Street
Lowville, NY 13367



A motion to adjourn was made at 9:07am by Gagan Singh by and seconded by Ron Burns. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cheyenne Steria".

Cheyenne Steria
Secretary/Treasurer