

SARATOGA COUNTY CAPITAL RESOURCE CORP.
October 20, 2022
Saratoga County Chamber Office, Saratoga Springs, NY
Meeting Minutes

Members Present: Chairman Matthew Veitch, Arthur Johnson, Mark Hillman, Anthony Morelli, Heidi West.

Staff: Raymond O’Conor, CEO; Jeff Reale, CFO; James Carminucci, Counsel; Lori Eddy, Administrative Secretary.

Absent: Valerie Muratori, Jean Raymond.

Chairman Veitch called the meeting to order.

Chairman Veitch asked for a motion to approve the meeting minutes as presented. Mr. Morelli made a motion to approve the minutes for July 18, 2022 and it was seconded by Mr. Hillman. There was no further discussion. All board members voted in favor.

Chairman Veitch stated the next agenda item is the review of the Financial Reports as of September 30, 2022. Mr. Reale stated that the financial packet starts on page three and was previously discussed in the Finance Committee meeting. Mr. Reale asked if there were any questions on the balance sheet or the budget. Chairman Veitch asked if there was any discussion or questions on the balance sheet or profit and loss statement as presented. Mr. Reale stated he did include the last bank reconciliation for the quarter as well.

Chairman Veitch asked for a motion to approve the Financial Reports of September 30, 2022. Mr. Morelli made a motion to approve the Financial Reports of September 30, 2022 as presented and it was seconded by Mr. Hillman. There was no further discussion. All board members voted in favor.

Chairman Veitch stated the next agenda item is to approve the Budget Report for 2022 as presented earlier to the Finance Committee. Mr. Reale asked if there were any questions on the Budget Report for 2022. Chairman Veitch asked for a motion to approve the Budget Report as presented. Mr. Johnson made a motion to approve the Budget Report for 2022 and it was seconded by Mr. Morelli. There was no further discussion. All board members voted in favor.

CDARS Investments:

Chairman Veitch stated the next agenda item is CDARS Investments. Mr. O’Conor stated CDARS is a program that is a cooperative of banks that allows an institution to share deposits to increase FDIC covered. By participating, we can invest at substantially higher rates. We laddered this money so if rates continue to go up, we’ll have money coming due every few months that we can invest in higher rates and if the rates go down at some point, we’ll have money locked in for longer terms and lock in those higher rates. Instead of earning a few hundred dollars in interest income, we’ll earn thousands of dollars in interest income. There is no action that the Board needs to take on this. Chairman Veitch stated that is great and he thinks as we go forward into next year, we should keep looking at that. He thinks there is enough sitting out there in cash that we could probably put more into that. Mr. O’Conor stated after paying all of the bills today, we’ve still have about \$234,000 in the checking account which is more than enough liquidity to carry our expenses for a couple of years. Chairman Veitch asked if there were any questions or comments. There were no further questions.

2023 Budget:

Chairman Veitch stated the 2023 budget was previously discussed and asked for a motion to approve the 2023 Budget as recommended by the Finance Committee.

The following resolution was offered by Mr. Morelli and seconded by Mr. Johnson:

Resolution No. 10-2022

Resolved to approve the 2023 Proposed Budget as presented.

Ayes – 5

Noes – 0

Adopted 5 – 0

Authorities Budget Office Budget Submission:

Chairman Veitch stated the next agenda item is the Authorities Budget Office five-year budget submission. Chairman Veitch asked for a motion to accept the Authorities Budget Office Budget five-year budget submission as presented.

Mr. Johnson made a motion to approve the Authorities Budget Office budget submission as submitted and it was seconded by Mr. Hillman. There was no further discussion. All board members voted in favor.

Invoices for approval:

Chairman Veitch stated we have an invoice for secretarial services for \$195.00, an invoice for Counsel Services of \$275.00, reimbursement to Mr. O’Conor for a new HP laptop and software for \$1,223.46 and an invoice for Trampoline Advertising & Design for \$2,250.00. Mr. Johnson questioned what the invoice for Trampoline Advertising was for. Mr. O’Conor stated National Grid has a grant program that organizations like the Chamber of Commerce can access in order to put together programs to help increase employment in the area. Todd, Schimkus, in conjunction with the Adirondack Regional Chamber of Commerce, put this program together called, Work Like You Are On Vacation, to attract people to this area to work. The application for the grant must go through a not-for-profit economic development organization like ours. The Board agreed to do that. He worked with Todd who submitted the application and the grant was approved. One of the provisions of the grant is that the funds go to the Capital Resource Corporation. Trampoline is the marketing company that is doing the work on this, so we pay Trampoline and we submit to National Grid for reimbursement. The Chamber will reimburse us for expenses the grant does not cover. The program includes some print materials, some online materials, website with links to our Chamber, the Chamber up north to the Capital Resource Corporation website, to the County’s website, there are a lot of moving parts. Chairman Veitch asked for a motion to approve the payment of the invoices as presented. Mr. Morelli made a motion to approve the invoices for payment and it was seconded by Mr. Hillman. There was no further discussion. All board members voted in favor.

Renewal of Administrative Secretary Contract

Chairman Veitch asked for a motion to approve the renewal of the Administrative Secretary contract with authority for the Chairman to sign as recommended by the Governance Committee. Chairman Veitch stated we are renewing the Administrative Secretarial Contract for the next year at a rate of \$68.00 per

hour effective January 1st. The motion was made by Mr. Hillman and seconded by Mr. Morelli. There was no further discussion.

Resolution 11-2022

Resolved, to renew the Secretary service contract with Lori Eddy as presented.

Ayes – 5
Noes – 0
Adopted 5-0

Renewal of CFO Contract

Chairman Veitch asked for a motion to approve the CFO contract for 2023 with the authority for the Chairman to sign as recommended by the Governance Committee at a fixed amount of \$3,400.00 per year. The motion was made by Mr. Hillman and seconded by Mr. Morelli. There was no further discussion.

Resolution 12-2022

Resolved, to approve the renewal of the CFO contract for 2023 with Jeffrey Reale as presented.

Ayes – 5
Noes – 0
Adopted 5-0

Renewal of CEO Contract

Chairman Veitch asked for a motion to approve the CEO contract with the authority for the Chairman to sign as recommended by the Governance Committee increasing annual compensation to \$40,000.00. The motion to approve the CEO contract was made by Mr. Johnson and seconded by Mr. Morelli. There was no further discussion.

Resolution 13-2022

Resolved, to approve the renewal of the CEO contract with Raymond O’Conor as presented.

Ayes – 5
Noes – 0
Adopted 5-0

National Grid/Saratoga County Chamber of Commerce Economic Development Grant:

Chairman Veitch stated we talked a little bit about that. He doesn’t know if there is anything else to add. Mr. O’Conor stated he just needs a formal resolution to allow the Capital Resource Corporation to enter into a contract with Trampoline.. Chairman Veitch asked if there were any questions or discussion. Mr. Johnson questioned if the grant amount changed. Mr. O’Conor stated the total cost of the program is \$30,000. National Grid’s grant is for 50% reimbursement. So, National Grid is going to cover \$15,000 and the other \$15,000 is being covered between Saratoga County and the Adirondack Regional Chambers of Commerce. So, we are going to lay out the whole \$30,000 assuming that the full amount is utilized and then we will get half of that back from National Grid and half from the Chambers. Mr. Johnson

questioned if it was \$15,000 from the Saratoga Chamber? Mr. O’Conor stated when he last spoke with Todd, there is a possibility the new CEO at the Adirondack Regional Chamber of Commerce may not concur with participating financially. Todd assured me we will be made whole. Chairman Veitch asked if there were any further questions. The motion to approve the CEO to sign a contract with Trampoline Advertising & Design was made by Mr. Morelli and seconded by Ms. West. There was no further discussion.

Resolution 14-2022

Resolved, to approve the authorization of the CEO to sign the contract with Trampoline Advertising & Design as presented.

Ayes – 5

Noes – 0

Adopted 5-0

Prospects & Applications:

Mr. O’Conor stated Mr. Carminucci, Mr. Canada and he were contacted by Mark Calbone and his uncle who want to buy the Midrise Apartments in Mechanicville and rehabilitate them as an affordable housing project. Mr. Carminucci was out of town, but Mr. O’Conor and Mr. Canada met with these folks a couple of weeks ago and discussed in detail the transaction and its timing. They are targeting the first quarter of next year. Mr. Carminucci stated this is an existing subsidized housing project. When it was built, they negotiated a PILOT with the City of Mechanicville that is now burned off. The new owners would be eligible for tax exempt bonding to finance. They would have to agree to set aside a certain percentage of the units to lower income residents. It’s either 60/40 or 70/30. They need an issuer for tax exempt bond purposes. They thought about approaching Mechanicville/Stillwater IDA which he represents in the hopes of getting a new PILOT agreement. The IDA’s position is that they will not approve a PILOT unless the city approves it and preliminary indications are that is probably not going to happen. He suggested they come before this organization to have the bonds issued and perhaps work out a PILOT down the road. Mr. O’Conor stated he sent an application that has not yet been returned. We can grant a mortgage recording tax exemption to save them the 1% mortgage recording tax in Saratoga County. Mr. Johnson asked how much would they finance. Mr. O’Conor replied about \$10,000,000. Mr. Carminucci stated the CRC did do a similar project for Raymond Watkin Apartments a few years ago. Chairman Veitch thanked Mr. O’Conor.

Chairman Veitch stated the next item on the agenda is a discussion on Trinity Health Partners. Mr. O’Conor stated Bond Counsel for Trinity Health Partners is in San Francisco and myself and Mr. Carminucci got an email the other evening. He sent an email back as did Mr. Carminucci and said if you can get us the initial paperwork that we need by yesterday, we can discuss it at our meeting today and expedite a public hearing and action by the County Board of Supervisors. We got the application last night. Everything appears to be in order. Mr. Carminucci stated Trinity/St. Peters has two facilities in Saratoga County that would benefit from the bond proceeds, not to exceed \$5,000,000. the total bond issuance is a maximum of \$900 million. We are being asked to assist the issuer that is based in Michigan to do a project that would involve having proceeds spent within Saratoga County. This would be the third time we’ve been asked to do this and each time we imposed a fee of \$25,000. Mr. Carminucci stated they need 10 or 14 days prior notice in the newspaper before the public hearing can be held. Chairman Veitch offered to usher the application through the appropriate County board committees and the Board of Supervisors. Mr. O’Conor asked Mr. Carminucci if he wanted to schedule the public hearing for November 7th, two days before Law and Finance. Mr. Carminucci stated yes. Mr. Hillman questioned if

our fee on that would be \$25,000? Mr. O’Conor replied yes. Chairman Veitch asked if there was anything further to discuss on these two prospective applications. There were no further questions.

2023 Meeting Schedule:

Chairman Veitch stated the 2023 meeting schedule provided is subject to change. As of right now, the schedule for 2023 is Thursday, January 19th at 4:00; Thursday, April 27th at 4:00; Thursday July 27th at 4:00; and October 26th at 4:00.

Chairman Veitch stated the last item on the agenda is the Board terms expiring 12/31/22 which are himself, Mark Hillman and Jean Raymond.

Other Matters:

Chairman Veitch stated we have all been invited to attend the SEDC 2022 Trivia and Holiday reception on December 7th. He would like to put a team of board members together for that event. Mr. Morelli, Ms. West and Mr. Hillman expressed an interest.

Chairman Veitch asked if there was any further business to discuss. There being no other matters for discussion, on a motion by Mr. Veitch, seconded by Mr. Hillman, the meeting was adjourned.

Secretary

Date