



December 18, 2020

TO: Vincent J. Bono  
Cory Albrecht  
David Chlus  
Catherine Ricci  
John Scarano  
Michael Werenczak  
Ann Gaworecki

STAFF

JOHN J. PISECK, JR.  
Executive Director

STACEY J. HOLLERAN  
Office Manager

VICTORIA L. ADAMS  
Administrative Assistant

BOARD OF DIRECTORS

VINCENT J. BONO  
Chairman

DAVID M. CHLUS  
Vice Chairman

JOHN SCARANO  
Secretary

MICHAEL WERENCZAK  
Treasurer

CORY ALBRECHT  
Director

CATHERINE RICCI  
Director

ANN GAWORECKI  
Director

COUNSEL

ANTHONY G. HALLAK, Esq.  
Felt Evans, LLP

RE: Board of Directors' Regular Meeting

The Herkimer County Industrial Development Agency will hold its Annual Meeting of the Board of Directors on Tuesday, December 22, 2020 at 8:00 AM. The meeting will be held electronically via conference call only, instead of a public meeting open for the public to attend in person. *Members of the public may listen to the Board Meeting by calling (605) 313-6315 and entering access code 827250.* Public questions and comments will not be accepted during the meeting. Minutes of the Board Meeting will be transcribed and posted on the Herkimer County IDA website.

Attached is the agenda. Other meeting documents will be available at <http://www.herkimercountyida.org/documents/>. Please call or email [vadams@herkimercountyida.org](mailto:vadams@herkimercountyida.org) if your availability has changed.

copy by email:

NYS Senator James L. Seward	US Senator Charles Schumer
NYS Senator James N. Tedisco	US Senator Kirsten Gillibrand
NYS Assemblyman Robert Smullen	US Congressman Anthony Brindisi
NYS Assemblyman Brian Miller	US Congresswoman Elise Stefanik
NYS Assemblywoman Marianne Buttenschon	Patrick Russell, Herkimer County Legislator
Samantha Madison, NYS Governor's Office	Bernard Peplinski
Michael Reese, ESDC Regional Director	
Dr. Cathleen McColgin, President Herkimer College	
Shari Hunt, Secretary to the President Herkimer College	
John J. Piseck, Jr., HCIDA	
Anthony Hallak, Attorney	
James Wallace, County Administrator	
Kurt Ackerman, Chairman, Planning & Development Committee	
Brittney Viscomi, Clerk of the Legislature	
Jennifer Williams, Deputy Clerk of the Legislature	
William McDonald, Associate Dean, Herkimer College	
Daniel Sargent, Assistant to the President, Herkimer College	
Stephen R. Smith, Mohawk Valley Economic Development District, Inc.	

**420 E. German Street, Box 1 Suite 101A, Herkimer, NY 13350 315-866-3000**

"This institution is an equal opportunity provider, employer and lender."

**Herkimer County Industrial Development Agency  
Board of Directors' Annual Meeting  
December 22, 2020 @ 8:00 AM  
AGENDA**

**The audio of this meeting will be recorded live**

- |   |                                 |
|---|---------------------------------|
| 1. Call to order – Pledge of Allegiance   | Chairman Bono                   |
| 2. Roll Call  | Holleran                        |
| 3. Mission Statement  | Piseck                          |
| 4. Minutes – November 24, 2020 Board Meeting (P.1-5)  | Bono/Piseck – Action/Discussion |
| 5. November Financial Reports (P.6-11)<br>Financial Report, Balance Sheet, Check Register, RLF Status | Bono/Piseck – Action/Discussion |
| 6. Annual Election of Officers, Committees (P.12)   | Bono/Piseck – Action/Discussion |
| 7. IDA Digital Accomplishments (P.13-14)  | Bono/Piseck – Discussion        |
| 8. Website Development  | Bono/Piseck – Action/Discussion |
| 9. Fixed Asset Policy (P.15)  | Bono/Piseck – Action/Discussion |
| 10. Federal Uniform Grant Guidance (P.16-42)  | Bono/Piseck – Action/Discussion |
| 11. ABO Reporting on Policies (P.43)  | Bono/Piseck - Discussion        |
| 12. Project Bug – Purchase Agreement  | Bono/Piseck – Action/Discussion |
| 13. Village of Frankfort Housing Study  | Bono/Piseck – Discussion        |
| 14. Town of Webb Housing Study  | Bono/Piseck - Discussion        |
| 15. Pitch Herkimer County   | Bono/Piseck – Discussion        |
| 16. Schuyler Business Park  |                                 |
| • SHPO (P.44-49)  | Bono/Piseck – Action/Discussion |
| • Access road   | Bono/Piseck – Discussion        |
| • New signage at entrance   | Bono/Piseck – Discussion        |
| • Emrich Land Surveying   | Bono/Piseck – Action/Discussion |
| 17. SunEast Watkins Road  | Bono/Piseck – Discussion        |
| • Rectify vote from 11/24/2020 BOD Meeting  | Bono/Piseck – Action/Discussion |

## Project Updates/Other Business

- Felt Evans 2020 Best of the Best
- Broadband Study
- Board Evaluation for 2020 (handout)
- 2020 Projects List (handout)
- 2021 Goals

**Motion for Executive Session-** The general area or areas of the subject or subjects to be considered under Public Officers Law, Article 7, Open Meetings Law, Section 105 are:

(d) discussions regarding proposed, pending, or current litigation;

(f) the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

(h) the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof;

**Next Meeting: Tuesday, January 26, 2020 @ 8:00 AM**