



MINUTES

July 28, 2026

STAFF

JOHN J. PISECK, JR.
Chief Executive Officer

VICTORIA L. ADAMS
Operations Manager

NICOLE A. FARBER
Administrative Office
Assistant

SAMANTHA F. CANARELLI
Marketing & Communications
Specialist

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Herkimer County Legislator

COUNSEL

ANTHONY G. HALLAK, Esq.
Felt Evans, LLP

Special:
CHARLES MALCOLM, Esq.
SHANNON WAGNER, Esq.
Hodgson Russ, LLP

Herkimer County Industrial Development Agency Board of Directors Meeting

The Herkimer County Industrial Development Agency held a regular meeting of the Board of Directors on Tuesday, July 28, 2026, at 8:00 am. The meeting was held electronically via Zoom conference as well as a public meeting open for the public to attend in person. Members of the public were invited to join the meeting virtually by going to www.zoom.com or by dialing (929) 205-6099 and entering ID: 875-6466-4800 and passcode: 402411. Members of the public were invited to attend the meeting in person in the Herkimer County Chamber of Commerce conference room at 420 E. German Street, Herkimer, NY 13350.

Chairman Vincent (Jim) Bono led the Pledge of Allegiance, and called the meeting to order at 8:00 am

The following members were present in person and answered the roll call: Vincent (Jim) Bono, Frank Mendl, Cory Albrecht, Dr. Terri Grates Day, and Robert Davenport. **A quorum was present (5)**

Members Absent: Ann Gaworecki, and Tim Day

Agency Staff Present: John Piseck, Victoria Adams, Nicole Farber and Samantha Canarelli.

Also Present in Person: Heather Watson, CFLR; Anthony Hallak, Felt Evans, LLP; Alvin Montana II, Herkimer County Administrator; Kathy Glanovsky, Herkimer County Chamber of Commerce; Noah Partenza, IDA Intern; and Colleen Maxwell, Herkimer County Resident.

Also Present Virtually: Shannon Wagner, Hodgson Russ LLP; Elaine Sperbeck, Herkimer County Resident; Cheyenne Steria, MRB Group; Brendan Egan, and JS.

Mission Statement: Samantha Canarelli read the Agency's mission statement.

Anti-Harassment Training: Heather Watson of CFLR provided the Board with the Agency's annual Anti-Harassment Training. Upon conclusion of the training, Ms. Watson excused herself from the meeting at 8:30 am

Anthony Hallak of Felt Evans, LLP entered the meeting at 8:31 am.

Minutes: The meeting minutes of the board meeting on June 30, 2026 were offered for review. **Dr. Terri Grates Day moved, seconded by Robert Davenport to approve the minutes as presented. The motion carried with 5 ayes and 0 nays.**

Financial Reports: **June Financial Reports:** The June 2026 Financial Report, Balance Sheet, and Check Register were reviewed. Following discussion. **Cory Albrecht moved, seconded by Robert Davenport to approve all financial reports as presented. The motion carried with 5 ayes and 0 nays.**

Alvin Montana II, Herkimer County Administrator, excused himself from the meeting at 8:46 am.

Strategic Plan – MRB Group: Cheyenne Steria of MRB Group presented a proposal for professional services to develop a strategic plan. The Board discussed the proposal, including the time commitment that would be required from Board members if the project moves forward. The Board agreed to table the item until the August meeting to allow additional time for review and consideration. **This item was for discussion only.**

Marketing Update: Samantha Canarelli provided the Board with an update on the Agency's marketing activities, including social media performance. She highlighted the Agency's top-performing post announcing Herkimer County's Northern Border funding award. Samantha also shared highlights from a recent visit to Insight Dairy. **This item was for discussion only.**

Herkimer IDA Website Update: Samantha Canarelli is working with Brockett to redesign the Agency's website. The goal is to make the site easier to use and navigate, helping businesses, developers, and community members quickly find the information they need about building and investing in Herkimer County. Following discussion. **Robert Davenport moved, seconded by Dr. Terri Grates Day to approve the website redesign at a cost not to exceed \$10,000. The motion carried with 5 ayes and 0 nays. Resolution: 072826-01**

Grant Update: Victoria Adams provided an update on the grants the Agency is currently working on. Victoria reported that all 26 grants are active and discussed the time and effort required to manage each grant, including the ongoing coordination and administrative work involved. Victoria also noted that the Agency holds regular scheduled meetings with consultants supporting each grant to ensure projects continue to progress. **This item was for discussion only.**

Herkimer DRI Small Project Grant: Nicole Farber reported that the Agency visited businesses within the DRI area to promote the Herkimer Small Projects Grant Program, distribute information, and answer questions. Several businesses expressed interest in applying, including Renewed & Rescued and Johnson's Carpet, which have requested additional information. Dr. Melo has also submitted project details as he considers expanding his dental practice. Nicole will continue assisting interested businesses and property owners through the application process. The Board was reminded that up to \$600,000 is available through the program. **This item was for discussion only.**

Freezer/Cooler Space Study: The Agency has been engaging with companies and exploring opportunities in the area. Through these discussions, the Agency identified a need for additional freezer storage space, as current availability is very limited. The Agency has reached out to Windsor Turner, a consultant team with who the Agency has worked on previous projects, to provide a quote for a study to assess the need and potential demand for additional cold storage space. Following discussion. **Cory Albrecht moved, seconded by Robert Davenport to approve funds not to exceed \$40,000 to perform the feasibility study. The motion carried with 5 ayes and 0 nays. Resolution: 072826-02**

Turbo Machined Products: Anthony Hallak of Felt Evans, LLP provided an update on the leaseback agreement for Turbo Machine Products at the Frankfort Business Park. As part of the company's ongoing build-out and financing process, Turbo Machine Products provided documentation regarding its request for a \$2.3 million loan through Bank of Utica. The company is currently at the funding stage, and the leaseback agreement authorizes the mortgage financing that was previously approved in January 2025. Bank of Utica has requested a supplemental resolution to ratify the loan at a later date. The Agency will provide the 1% mortgage recording tax exemption as part of the financing process. Following discussion. **Cory Albrecht moved, seconded by Dr. Terri Grates Day to approve authorizing resolution as presented. The motion carried with 5 ayes and 0 nays. Resolution: 072826-03**

BOA Applications:

Ilion BOA Application – IDA to administer and provide matching funds. Following discussion. **Dr. Terri Grates Day moved, seconded by Cory Albrecht to approve matching funds of \$20,000. The motion carried with 5 ayes and 0 nays. Resolution: 072826-04**

Newport BOA Application – IDA to administer and provide matching funds. Following discussion. **Robert Davenport moved, seconded by Frank Mendl to approve matching funds of \$20,000. The motion carried with 5 ayes and 0 nays. Resolution: 072826-05**

Charlestown Supplemental ESA Amended: HRP presented the Board with the assessment findings for Charlestown at the previous meeting. Due to the removal of solvents and the need for additional testing, the Agency is requesting an increase to the contract amount to cover the additional work and related costs. Following discussion. **Dr. Terri Grates Day moved, seconded by Robert Davenport to approve the increase in the contract amount of \$5,900.00. The motion carried with 5 ayes and 0 nays. Resolution: 072826-06**

HCR Housing Consultant: HCR requires that any organization involved with affordable housing or homeownership opportunities work with an HCR-certified Housing Consultant to review and oversee eligible projects. The Agency is currently awaiting a proposal related to AHOP housing at Bills School. Additional information will be shared as it becomes available and this opportunity moves forward. **This item was for discussion only.**

Office Lease: The Agency's legal counsel reviewed the proposed lease agreement and identified no issues requiring further action. The proposed lease includes an increase in the monthly lease payment. Following discussion. **Cory Albrecht moved, seconded by Robert Davenport to approve the lease extension agreement for a one-year term, with an option to extend for one additional year. The motion carried with 5 ayes and 0 nays. Resolution: 072826-07**

Schuyler Business Park Update: John Piseck provided an update on activities at the Business Park. He reported that the newly installed traffic signal at the entrance is currently operating in flashing mode and is expected to be fully operational within the week. The Agency continues to work with legal counsel regarding the removal of an easement on a small parcel to the right of the entrance. If the easement is removed, this would allow for the potential installation of a banking kiosk. In addition, the Agency is continuing to coordinate with the Water Authority regarding plans for a water tower. **This item was for discussion only.**

Land Sale to Black Gold Estates, LLC: Anthony Hallak of Felt Evans, LLP provided an update regarding the proposed sale of a parcel in the Schuyler Business Park. Black Gold Estates is seeking to acquire a parcel adjacent to its existing facility within the Business Park. An offer to purchase the parcel was presented to the Board for consideration. Mr. Hallak reviewed the proposed transaction and recommended that the Board move forward with the sale. Following discussion. **Robert Davenport moved, seconded by Frank Mendl to approve the sale of the property to Black Gold Estates, LLC. The motion carried with 5 ayes and 0 nays. Resolution: 072826-08**

HCIDA vs. Barton & Loguidice: This item was moved to executive session for advice of counsel.

Comments from Elected Officials Welcome: None.

Project Updates:

- Kathy Hochul video
- Brownfield Meeting with NJIT, HCCC and SUNY Cobleskill – July 7th
- IDA Academy – July 16th -17th
- Meeting with new Regional Director Matt Howard with DOT

- Meeting with hotel developer
- Chamber of Commerce Golf Tournament – August 7th
- EPA meeting in NYC – August 11th – 12th
- Meeting with EDGE – August 13th
- Economic Forum – October 1st
- Insight Dairy
- Manheim Business Park Update / easement
- Duofold Update
- Meetings with the new elected Mayors

Dr. Terri Grates Day moved, seconded by Robert Davenport to enter into executive session at 9:49am to discuss matters of litigation. All board members, John Piseck, Victoria Adams, Nicole Farber, Samantha Canarelli, Noah Partenza, IDA Intern, Greg Malta Sr., and Shannon Wagner were invited to stay.

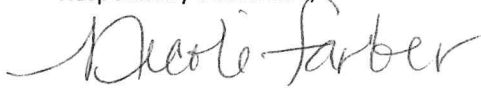
Anthony Hallak, Kathy Glanovsky, and Colleen Maxwell were excused at 9:48am.

Cory Albrecht excused himself at 9:48am and returned at 9:54am.

Robert Davenport moved, seconded by Cory Albrecht to end executive session at 9:57am. The motion carried with 5 ayes and 0 nays.

Being no other business, Dr. Terri Grates Day moved, seconded by Robert Davenport to adjourn at 9:58 am. The motion carried with 5 ayes and 0 nays.

Respectfully Submitted,



Nicole Farber
Administrative Assistant