

**Jefferson County Industrial Development Agency
Loan Review Committee Meeting Minutes
October 27, 2021**

Present: Robert Aliasso, Chair; John Jennings, David Converse

Absent: None

Also Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Justin Poirier

Zoom: Justin Miller, Esq., Rob Aiken, Paul Warneck

- I. Call to Order:** Chair Aliasso called the meeting to order at 8:00 a.m.
- II. Pledge of Allegiance**
- III. Standard Machine and Fabrication** – A request for an additional \$20,000 MICRO loan to be used to purchase additional equipment for the machine shop. Staff reviewed the request and recommended approval of an additional \$20,000 for a total loan of \$40,000. The total amount will be amortized using the original terms (5-year amortization with a rate of 5%). Staff also recommended interest only until the closing can occur. Personnel will include the owner and two additional positions in year one. Collateral will remain a second position lien on the equipment behind Watertown Savings Bank and a personal guarantee of Justin Poirier.

Mr. Aliasso provided a recap of the project and indicated that the additional request is for additional equipment. Mr. Aliasso said that by combining the two loans, the total project cost is \$323,492.

Mr. Poirier said that he hasn't moved into the new location yet and will be operating out of the Mill Street location until the end of the month. He said that the new location does not have natural gas nor three phase power. He indicated that National Grid is way behind (16 to 18 weeks), so he is working with Pearson & Timmerman for a rotating phase inverter to provide the power he needs. He said that if it suffices, then he won't need three phase power which is estimated to cost about \$15,000.

After review and discussion, a motion was made by Mr. Converse to move the request to the full board, seconded by Mr. Jennings. All in favor.

Mr. Eaton asked Mr. Poirier if one machinist will be adequate. Mr. Poirier said that the current machinist will train Mr. Poirier and then they will bring on another employee.

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IV. Other/Unfinished Business:

1. **NY 18144 Game Farm, LLC** – A letter requesting consent for NY 18144 Game Farm, LLC to sell 100% of its membership rights to Distributed Solar Projects, LLC. Mr. Zembiec said that we are waiting for more information from the company on the proposed sale and whether or not they plan to close the PILOT and sell the project and ask for the PILOT to be reassigned, or if they will sell the project first. If they choose the latter route, we would need to approve reassignment and then close directly with the new owner.

Attorney Miller said that the IDA went through the process earlier in the spring and had the sense that this project would close quickly; therefore, he drafted the closing documents. He said months went by before we received a letter about the sale of the project. He said the purchase agreement has been signed, but has not closed yet. Attorney Miller said that we are waiting to hear if the project will close or if the new owner will submit a revised application.

Mr. Aliasso said that in his opinion, projects should have a period of time before they can be reassigned. Mr. Zembiec said that he will propose a fee schedule for the board to consider a \$2,000 fee for reassigning projects and a \$1,500 annual administrative fee, particularly for solar projects.

Attorney Miller said that an Energy Committee meeting should be scheduled to discuss metrics and how land tax will be addressed in the documents.

- V. **Adjournment:** With no further business before the committee, Mr. Converse made a motion to adjourn the meeting, seconded by Mr. Jennings. The meeting adjourned at 8:31 a.m.

Respectfully submitted,

Peggy Sampson