

Minutes of the Meeting of the  
Oneida County Industrial Development Agency

November 15, 2024

584 Phoenix Drive, Rome, NY /Webex Video/Teleconference

**Members Present:** Steve Zogby, David Grow, Aricca Lewis, Kristen Martin and James Genovese.

**Members Present WebEx:** Franca Armstrong, Tim Reed.

**EDGE Staff Present:** Shawna Papale, Tim Fitzgerald, Laura Cohen, Maureen Carney, Marc Barraco, and Mark Kaucher.

**Others Present:** Mark Levitt, Levitt & Gordon.

**Others Present Virtual:** Laura Ruberto and Linda Romano, Bond, Schoeneck & King; Jenna Peppenelli, Levitt & Gordon.

S. Zogby called the meeting to order at 8:05 AM.

**Minutes – October 18, 2024**

S. Zogby presented the draft October 18 meeting minutes for review. A. Lewis requested that the spelling of her name be corrected. **A. Lewis moved to approve the October 18, 2024 meeting minutes with the suggested correction. D. Grow seconded the motion, which carried 7-0.**

**Interim Financials**

M. Carney presented the October 31, 2024 interim financial statement. Two application/commitment fees were received in October, as well as the \$500 closing fee from Delta Luxury Townhomes project. The final 2024 PILOT payment has been received from Sovena USA. This means that all 2024 PILOTs for which the Agency administers have been received and disbursed. The Agency's fund balance has decreased by 9% over the past 12 months. M. Carney expects the Marcy Nanocenter Flex Space project to close by the end of 2024. With this closing, the Agency will meet its 2024 budget. **The Agency received and accepted the interim financials as presented, subject to audit.**

**Cardinal Griffiss Realty, LLC (Assured Information Security, Inc.) Facility – Amendment to Inducement Resolution**

S. Zogby introduced an amendment to the inducement resolution relating to the Assured Information Security, Inc. facility. The inducement resolution adopted October 18, 2024 was conditioned upon the company submitting revised employment numbers that included job creation. The company submitted amended application materials and the Agency wishes to amend the inducement resolution to revise the Company's Employment Obligation. T. Fitzgerald shared that based on the Agency's discussion and resolution from the October meeting, staff discussed with AIS a proposed increase in headcount over the term of the proposed financial assistance. AIS was comfortable committing to retaining its existing 100 jobs at the facility, and creating 5 new jobs over the project period. The amendment reflects the commitment to the five net new jobs at the facility. **K. Martin made a motion to approve the amendment to the inducement resolution relating to the Cardinal Griffiss Realty, LLC (Assured Information Security, Inc.) Facility. D. Grow seconded the motion, which carried 7-0.**

**2025 OCIDA-EDGE Staff Services Contract**

S. Zogby introduced the proposed 2025 Staff Services Agreement contract with EDGE. There are no substantial changes to the 2025 contract over the 2024 contract. M. Levitt has reviewed and approved the proposed contract. **A motion to approve the 2025 Staff Services Agreement with Mohawk Valley EDGE was made by K. Martin, seconded by J. Genovese, and carried 7-0.**

**NYSEDC Memo and Request for Funding**

S. Papale shared a memo with the members, in which NYSEDC describes its upcoming partnership with The Business Council of New York to advocate for a more competitive business environment in New York State. NYSEDC is requesting support from its member organizations. If the Agency were to support this effort and contribute \$5,000, the Agency would be able to host a round table discussion between local businesses, NYSEDC, and the Business Council. D. Grow asked how effective this might be in raising local concerns to New York State. S. Papale expressed that this effort is better than not raising any concerns at all. S. Zogby suggesting contributing \$2,500 to this request, and asking the OCLDC to also contribute \$2,500. A. Lewis wanted to clarify that this will be a one-time expense. S. Papale confirmed that it is, and M. Carney stated that this expense would come out of the Agency's 2024 budget. With no further discussion, **D.**

**Grow motioned to approve contributing \$2,500 to the NYSEDC/Business Council Competitiveness Project. J. Genovese seconded the motion, which carried 7-0.**

J. Genovese left the meeting at 8:22 AM

#### **2025 Meeting Schedule**

S. Papale presented the Agency's 2025 proposed meeting schedule. S. Zogby suggested that electronic meeting invitations be sent to the Agency members. S. Papale said staff would do that. K. Martin requested that the December 2025 meeting be moved to Dec. 12. Members and staff agreed to this change.

#### **Executive Session**

At 8:26, S. Zogby asked for a motion to enter executive session to discuss contracts. **A. Lewis moved, and K. Martin seconded a motion to enter executive session. The motion carried 6-0.**

**At 9:05, A. Lewis moved, and K. Martin seconded a motion to exit executive session. The motion carried 6-0.**

#### **Adjournment**

With no further business, S. Zogby asked for a motion to adjourn. **At 9:07 AM D. Grow moved, and K. Martin seconded a motion to adjourn. Motion carried, 6-0.**

Respectfully Submitted,  
Tim Fitzgerald