

BUSINESS DEVELOPMENT CORPORATION FOR A GREATER MASSENA
BOARD OF DIRECTORS MEETING MINUTES
January 17, 2019

Board Members: Ron Bacon, Vice President Dan Pease
 Jeff Dobbins Anthony Viskovich
 Chris Herrick

Excused: Dave LaClair

Staff: Jim Murphy, Executive Director
 Linda Williams, Secretary

Public: Sam Carbone, Town of Massena
 Matt LeBire, Village of Massena

Call to Order

BDC Vice President, Ron Bacon, called the meeting to order at 4:36 pm.

2019 Election of Officers

Jeff Dobbins made a motion to elect the following officers for 2019:

Ron Bacon, President
Dan Pease, Vice President
Anthony Viskovich, Secretary
Chris Herrick, Treasurer

That motion was seconded by Anthony Viskovich and passed with all members voting 'Aye'.

Minutes of the December 2018 Regular Meeting

A motion was made by Dan Pease to approve the December 2018 minutes, that motion was seconded by Jeff Dobbins and passed with all members present voting 'Aye'.

Financial Report for December 2018

The report was unavailable

Comparative Budget Reports for December 2018

The report was unavailable

Other Board related matters

Ben Murtagh has been appointed as the new Village representative on the Board. He will be at our February meeting.

Anthony Viskovich is now a Town appointee because he lives outside of the Village, and Dan Pease will be sitting on the Board as a Village appointee; they have effectively just swapped their appointments.

Executive Director Report

Office Transition

Jim: I have been spending time at both the Town Hall and Village Garage locations, familiarizing myself with the procedures, meeting with both Mayor Tim Currier and Supervisor Steve O'Shaughnessy, as well as other town and village officials. The new space in the Town Hall will be limited, so there will not be a whole lot of office items to be moved to the new location.

Development of Job Description/Work Plan

Ron and I will be meeting with the Mayor and the Supervisor regularly.

The Mayor has assigned me to several committees, one of which is the Leadership Council which he is endeavoring to revive.

I have been pleasantly surprised by the number of people who have been a part of various committees in the past and look forward to reaching out to them and working with them on various projects.

I hope to involve more people in the local programs; we need to develop more visibility and work with other agencies. Additionally, it would be very helpful to develop a directory of available properties and resources.

Theater Grant Update

I had a conference call with Crystal Loffler at the Office of Community Development regarding the Theater progress. We need to sign a BDC and Theater contract; the Theater people are anxious to file for some payments, and I have made them aware that there will be a limited number of times they can do so.

A motion was made by Chris Herrick to give James Murphy authorization to sign Community Development contracts relating to the Theater grant; that motion was seconded by Jeff Dobbins and passed with all members present voting 'Aye'.

St. Lawrence County ED Study Advisory Board Meeting (1/9)

The IDA has voiced some concern that we may not have an adequate workforce in St. Lawrence County to meet the needs of some of the firms that have expressed interest in the area.

New Business/Other Business

AmTech Yarns is moving into the Industrial Park, and will be doing some building expansion.

Consultant and Liaison Reports

Village of Massena – Matt LeBire

Town of Massena – Sam Carbone

Sam talked about the need for improvements in the water lines throughout the system and the hopes for some expansion.

Questions from the Press

There was no press representation at the meeting.

Adjournment

Dan Pease made a motion to adjourn the meeting at 5:45 pm, that motion was seconded by Anthony Viskovich and passed with all members voting ‘Aye’.

Next Regular Meeting Date: Feb. 21, 2019