MINUTES OF THE VILLAGE OF PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY MEETING

April 12, 2023

TIME AND PLACE: 6:30 P.M., Village Hall, Conference Room, 222 Grace Church Street, Port Chester, New York.

IDA ROLL CALL

The PCIDA meeting was called to order at 6:30 p.m. by Chairman Frank Ferrara. On the motion of Board member Mike Brescio, which was seconded by Board member Juliana Alzate, the meeting was called to order with the following additional Board members being present: Richard O'Connell, Mr. Hiensch, and Mr. Taylor. Mr. Allen arrived just after roll call at 6:32 P.M.

Also present were PCIDA Chief Financial Officer Anthony Siligato, IT Director and Acting Secretary Rosalind Cimino, and Assistant Board Counsel Adriana Baranello. Administrative Director Christopher Steers was absent due to illness.

MEMBER	MOTION	SECOND	YES	NO	ABSENT
BRESCIO	x		x		
HIENSCH			x		
O'CONNELL			x		
TAYLOR			x		
ALLEN					x
ALZATE		x	x		
FERRARA			x		

CHAIRMAN'S REMARKS

Chairman Ferrara referred to an excerpt from the Village Manager's budget that is posted in the backup. It is a 3 year trend of taxation and assessed property values. What stands out is the explosion in the assessed value of the non-homestead sector.

No doubt this is partially explained by the number of properties coming off PILOTs. He explained that when a PILOT is awarded, it comes off the tax rolls and the PILOT is a independent revenue stream. When the PILOT ends, the property is then returned to the tax base. But another factor in the three-year trend is that property is changing hands at vastly higher prices which is clearly impacting underlying land values. This is clearly due to the Form Based Code allowing properties to be brought to higher and better uses.

He said that the impact of this is that taxes are going down for individual properties even as the Village raises more money. He reminded the Board that we have been talking for 10 years about expanding the base of assessables and that the policies of the Board of Trustees over the last decade is finally bringing this vision to fruition. He said that absent BOT policy reversal, the half century vicious cycle of insufficient growth and eroding value of commercial properties leading to higher taxes and lower levels of government services has been reversed, making Port Chester more vibrant, more livable and our properties more investible.

Chairman Ferrara said that he brings up the topic because what the IDA does is often criticized and that can be difficult to hear from neighbors and friends. But what the IDA does enables what you see in this budget extract. Chairman Ferrara thanked all of the IDA members as well as long time past members Dan Brakewood and Rich Cuddy for their participation on the Board and shaping the Agency's policies.

PRESENTATION – VEOLIA NORTH AMERICA ON THE COST OF ENHANCING WATER SERVICE TO PORT CHESTER

Chairman Ferrara welcomed Stuart Rabin, Village Manager. Mr. Rabin introduced Mr. Gerrad Moreno, Director of Engineering for Veolia and stated that he and Gerard have worked closely after super storm IDA to allow the Village to reuse abandoned water and stormwater mains as Veolia has replaced parts of their infrastructure.

Mr. Moreno painted a picture of the "dozen and a half or so" projects that are considered likely to be built in Port Chester that is beyond the 20 year build out projected in the SEQRA Build Out Analysis in the Form Based Code:

- 5667 new units max
- 1.8M sq ft of new commercial max
- Projected 25% overall increase in water demand

This taxes the water system beyond capacity. They allow for organic growth but not this. They do not overbuild supply in anticipation of outsized growth.

They have studied this issue by hiring a consultant. They want capital improvements that are efficient but not excessive to maintain water pressures for service and fire flows both downtown and adjacent to the downtown.

This is important because without expansion, pressure drops – like flushing a toilet next to a shower.

It is their duty to provide reliable service. This requires Redundancy and Water Storage and speaks to the need for another Water Tank. Village Manager Stu Rabin volunteered that they are looking at Fox Island as using Village owned property is the least complicated way to get this done. Otherwise they may have to look at condemning properties which can be a fraught issue.

The proposed Improvements are projected at $47.5M total, including roughly three broad projects:

- Lincoln Ave Supply connect to Westchester Joint Water Words - $14M – doubling connection in size
- Westchester Ave - $22,4M
- Fox Island Tank $11.1M – reliability and redundancy
    - To include a new tank, pump station, new water main
    - across from the Wastewater treatment plant
    - site of incinerator that would be demolished

These improvements require miles of piping and replacement in certain areas with wider piping.

Costs are projected to be split as follows:

- 1/3 by the general rate paying public
- 2/3 on the Developments under study

The specific Developer costs are as follows:

- 90% on projected residential - $5,000 per unit
- 10% on projected commercial - $1.80/SF

The general rate paying public is not being charged on anything they would not be paying anyway. The existing infrastructure is old and needs to be redone at some point soon.

There is precedent for this plan as it mirrors what was done in New Rochelle.

The key to this plan is the Village must agree to withhold Building Permits until Developers have paid the required fee. Veolia will then issue conditional willingness to serve letters on a case by case basis.

Chairman Ferrara opened the presentation up for discussion. The following topics were addressed:

- Once a developer has received a "Will Serve" letter from Veolia, they are approved to proceed with their project.
    - Mr. Rabin added that State laws and the NYS Building Code does not allow a Building Inspector to issue a permit until a "Will Serve" letter has been issued.
- The project will be designed to the maximum but the actual infrastructure built will depend on the developers that pay their contribution.
- Veolia maintains a robust 5-year capital plan that prioritizes the oldest water mains. If the water mains that were scheduled past the prioritized schedule were part of the

developer capital plan, they would include their repair/replacement work in with that capital work.

- Development will not get ahead of Veolia's build out.
- Water Tower details
  - The proposed tank would be 40-50-60' feet in diameter and close to 100' tall (shorter than the existing smokestack).
  - Fox Island is the most likely place for siting as It is very difficult to obtain a location for a new water tower in the tri-state area and even more so for a densely built out area such as Port Chester.
- Clarification was made on the rate for Residential vs. commercial units. Residential units are per unit and commercial units are per square foot.
- The cost per unit in New Rochelle was about $1,500 far below Port Chester's $5,000.
  - capital project cost was much different in New Rochelle as they had only one capital improvement to make to install larger mains.
  - New Rochelle was several years ago, making cost comparisons difficult in today's high inflation environment.
  - The $5,000 cost includes the mitigation of traffic issue that may arise. New Rochelle absorbed the cost of traffic issues and also road resurfacing.
  - Mr. Rabin said that the cost to resurface just Westchester Avenue from the Harrison line to Downtown would cost the village several million dollars. When the project is completed, the residents of Port Chester would not be responsible to resurface the roads.
- The plan has been designed to represent a zero increase in rates to the ratepayer.
- Even if the Village Board of Trustees reduces allowable building heights and thus the number of projected units water capacity would still be over the existing water service requiring an infrastructure buildout.
- Regarding a Fox Island agreement, the Village is in negotiations with Veolia as to tasks and steps for approving the project.
- Port Chester lies in rate district 2 (Port Chester, Rye, Rye Brook).
- This build out plan does not need to be approved by the Public Service Commission (PSC) because the PSC exists to protect current customers, not potential customers.
- Developers cannot pay the fees over time out of cash flow to ease the cost burden. "Will Serve" letters will not be issued unless all fees are paid.

Chairman Ferrara thanked Mr. Moreno for coming and asked the Board if there were any comments regarding whether this should be studied as to the impacts on previously approved projects. The Board demurred.

MOTION TO APPROVE MINUTES FOR MARCH 8, 2023

MEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
BRESCIO			x			
HIENSCH	x		x			
O'CONNELL			x			
TAYLOR					x	
ALLEN		x	x			
ALZATE			x			
FERRARA			x			

AD REPORT

In AD Chris Steers absence Chairman Ferrara stated that the AD Report was submitted as part of the agenda packet and asked if the Board had any questions.

He spoke about the need to draft an RFP for project monitoring and asked the Board about what it wanted to see in monitoring. Among concrete matters members endorsed ensuring Insurance comps are paid, subcontractors are bonded, and a random checking of PARIS reporting requirements. Mr. Ferrara told the Board to expect a draft RFP for the May meeting.

Chairman Ferrara pointed out the presentation from the Beautification Commission included in the back up. The Beautification Commission are volunteers, like the IDA, but unlike the IDA has no budget and must rely on their own resources. They are looking for local support. Mr. Ferrara mentioned he had endorsed the project as a resident in his personal capacity and urged IDA Board members to consider doing the same by reaching out to Chairman Arianna Christopher at her Village e-mail address. The Commission may present to the IDA Board at a later time if they have a project to propose that the IDA might consider funding.

He said that he and staff continue to meet with local labor representatives in an effort to try and find areas of commonality.

NEW BUSINESS

28 Pearl Street - Chairman Ferrara mentioned that Pearl Street was rezoned from 12 stores down to 3 stories after approval had been given for the 12 story project that had been presented to the IDA Board. He informed the Board that he told the project developer that the IDA would not entertain accepting an application until the zoning status vis-à-vis the project is clarified by the Village Board of Trustees.

IT DIRECTOR'S REPORT

PCIDA Acting Secretary and IT Director Rosalind Cimino stated that the Department of Information & Technology Services was growing into the Department of Central & Information Services and relocating from the Senior Center to the second floor in Village Hall. In addition, she was also relocating IDA files and updating signage for the new location.

She stated that there was a spike in traffic on April 4th on the IDA website with significant hits to the home page.

She said the Accela software project was coming along and that the back end was built out. She has started on the front end. She suggested that a monitoring RFP should include a stipulation that the awarded company must compile information directly into the IDA Accela tab. This would avoid having to pay to use someone else's system and take full advantage of our own.

Finally, she designed the new BidNet site and the approved RFPs have been posted. Posting future RFPs will be a quicker process now that this page is up and running.

TREASURER'S REPORT

PCIDA CFO Anthony Siligato detailed the monthly invoices:

Administrative Director – April	$1,500 per month
CFO- April	$ 750 per month
Acting Secretary/IT Director – April	$1,000 per month
FedEx	$ 28.48

MOTION TO AUTHORIZE PAYMENT OF INVOICES FOR APRIL

MEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
BRESCIO		x	x			
HIENSCH			x			
O'CONNELL			x			
TAYLOR	x		x			
ALLEN			x			
ALZATE			x			
FERRARA			x			

Mr. Siligato presented the financial snapshot for March, which appears on the next page.

Port Chester Industrial Development Agency - Fiscal Year June 1, 2022 to May 31, 2023
Cash Analysis & Net Assets Report
As of March 31, 2023

Cash on Hand @ 3/1/2023				$971,707.79	
Deposits/Wire Transfers/ Interest Received :					
JP Morgan Chase	Interest Earned - March 2023		14.60		
TD Bank	Interest Earned - March 2023		281.19		
NYCLASS	Interest Earned - March 2023		3,105.30		
	Total Deposits/Transfers/Interest			$ 3,401.09	
Checks Written / Disbursements :					
Christopher Steers-A/P	Administrative Director - February 2023	$ (1,500.00)			
Anthony Siligato-A/P	Treasurer / CFO - February 2023	$ (750.00)			
Rosalind Cimino-A/P	Secretary & IT - February 2023	$ (1,000.00)			
Harris Beach PLLC	General Corporate Matters - Jan & Feb 2023	$ (2,725.00)			
Joelle Rovello-A/P	Deputy CFO - Dec 2022 - Feb 2023	$ (250.00)			
Village of Port Chester	PCTV Video Svcs 6/1/2022 & Shipping Chgs 5/25/2022	$ (302.53)			
	Checks Written / Disbursements during March 2023			$ (6,527.53)	
Cash on Hand @ 3/31/2023					**$968,581.35**

Reconciliation of Bank Accounts			
JPMorgan Chase (Beginning Balance)	$ 30,068.85		
Deposits & Credits	$ -		
Interest Earned	$ 14.60		
Withdrawals & Debits	$ (302.53)		
Checks Presented	$ (6,225.00)		
Total JPMorgan Chase (Ending Balance)		$ 23,555.92	
TD Bank (Beginning Balance)	$ 132,430.02		
Deposits & Credits			
Interest Earned	$ 281.19		
Withdrawals & Debits	$ -		
Total TD Bank (Ending Balance)		$ 132,711.21	
NYCLASS (Beginning Balance)	$ 809,208.92		
Deposits & Credits	$ -		
Interest Earned	$ 3,105.30		
Withdrawals & Debits			
Total NYCLASS (Ending Balance)		$ 812,314.22	
Total Bank Balance @ 3/31/2023			**$ 968,581.35**

Prepaid Expense - Brown & Brown - Directors & Officers Insurance 6/1/23-11/5/23 (Chk#1999, 10/13/22)	$ 1,676.70
Prepaid Expense - CNA - General Liability Insurance 6/1/23-11/5/23 (Chk#2009, 11/10/22)	$ 474.30
PCIDA Net Assets @ 3/31/2023	**$ 970,732.35**

Prepared by PCIDA Financial Officer

MOTION TO ADJOURN

MEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
BRESCIO		x	x			
HIENSCH	x		x			
O'CONNELL			x			
TAYLOR			x			
ALLEN			x			
ALZATE			x			
FERRARA			x			

Respectfully submitted,
Rosalind Cimino