Village of Port Chester
Industrial Development Agency

222 Grace Church Street, Port Chester, New York 10573

Minutes: Wednesday, February 9, 2022

Time: 6:30pm

Village Hall Conference Room, 222 Grace Church St., Port Chester, NY

1. 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 Richard Cuddy, which was seconded by Board member Jim Taylor, the meeting was called to order with the following additional Board members being present: Daniel Brakewood, Mike Brescio, John Hiensch, and Richard O'Connell.

MOTION TO OPEN THE MEETING

MEMBER	MOTION	SECOND	YES	NO	ABSENT
BRAKEWOOD			x		
BRESCIO			x		
CUDDY		x	x		
FERRARA			x		
HIENSCH			x		
O'CONNELL			x		
TAYLOR	x		x		

2. Chairman's Remarks

3. Approval of Minutes - 01/12/22 and 2/1/22 (Port Chester Holdings Public Hearing)

On the motion of Board member Jim Taylor, which was seconded by Board member Richard O'Connell, the Minutes for the January 12 and February 1 Port Chester LLC Public Hearing were approved.

MOTION TO APPROVE MINUTES

MEMBER	MOTION	SECOND	YES	NO	ABSENT
BRAKEWOOD			x		
BRESCIO			x		
CUDDY			x		
FERRARA			x		

HIENSCH			x		
O'CONNELL		x	x		
TAYLOR	x		x		

a. Draft Minutes 1/12/22 and 2/1/22

4. AD Report

PCIDA Administrative Director Christopher Steers discussed a reminder letter from the Department of Labor about changes for projects that receive public benefit. This has led the County to make changes to their application. Director Steers is working with the Chair to review changes to the IDA application which he will bring to the Board in the next meeting or so.

The County is making headway for training opportunities and is creating a work session for Diversity where all IDAs are encouraged to attend. He asked for permission to post information about the activities on the IDA website. Member Taylor suggested sending email to the Chamber and Sustainable Port Chester to be more proactive.
Member Heinsch inquired about the fire suppression system for Retail D. He was concerned about the closeness of the buildings on North Main St and asked the Director what the best way would be to mandate the Code 13 instead of the Code 13R (residential) fire suppression system. Director Steers replied that making a developer change site plans after all approvals have been given may be counter productive to the process.

Chair Ferrara commented that the first floor is all commercial and has a 13 with the remaining floors residential with a 13R system. He suggested that the Board may want to draft a letter to the Planning Commission but that the difference between the two systems is significantly more expensive. Member Taylor mentioned that Appendix B of the UTEP has a Fire Safety category and that no recent projects scored points on that line. He also said that the IDA should encourage applicants to address fire safety early in the process.

Chairman Ferrara reminded the Board that Appendix B offers incentives for expensive “nice to haves” but is not a policy tool, which is the domain of other Boards and Commissions.

Chairman Ferrara asked the AD about the County Pre-apprenticeship program and wanted to know how the IDA could participate. Director Steers said it was still a work in progress and he would keep the Board informed. He also commented that based on the working drafts he has seen it has great potential.

Chairman Ferrara updated the Board on the 108 South Main St. project that had been unsuccessfully brought to the IDA Board by two different developers in the last year. There is a new participant in the project and in his initial conversations he feels this developer could succeed where others have not. They are likely to present to the Board and submit an application in March.

a. AD Report

5. New Business

Port Chester Holdings Due Diligence
Chairman Ferrara reviewed the Port Chester Holding process to date, suggesting that the Board has completed its due diligence of the application with the Public Hearing last week. He welcomed discussion on the application but barring a reasonable objection from the Board he would like to proceed to a vote on the scope of benefit that has been proposed.

He acknowledged that some members of the Board were uncomfortable with a 20 year scope of benefit for varying reasons and he urged the Board to bring a motion to the floor for 20 years, with those favoring 15 years moving to amend and allowing the Board to ultimately express its opinion through the process.

First, he asked the Board to accept the updated Application that had been furnished to the Board at the last meeting. On the motion of Board member Richard O'Connell, which was seconded by Board member Dan Brakewood, the revised application was approved.

MOTION TO ACCEPT UPDATED APPLICATION FROM PORT CHESTER HOLDINGS LLC

MEMBER	MOTION	SECOND	YES	NO	ABSENT
BRAKEWOOD		X	X		
BRESCIO			X		
CUDDY			X		
FERRARA			X		
HIENSCH			X		
O'CONNELL	X		X		
TAYLOR			X		

Board member Mike Brescio then made a motion to approve the Project Authorizing Resolution for a period of 20 years. Board member Richard O'Connell seconded. Board member Richard Cuddy then made a motion to amend the resolution to 15 years, but there was no second. The Board proceeded to a vote on 20 years, which was approved. The Resolution appears as Appendix A to these minutes.

MOTION TO APPROVE PROJECT AUTHORIZING RESOLUTION FOR A PERIOD OF 20 YEARS FOR PORT CHESTER HOLDINGS LLC

MEMBER	MOTION	SECOND	YES	NO	ABSENT
BRAKEWOOD					

BRESCIO					
CUDDY					
FERRARA					
HIENSCH					
O'CONNELL					
TAYLOR					

a. Port Chester Holdings Project Authorizing Resolution

b. Port Chester Holdings Letter to the IDA

c. IDA Application Replacement Pages

6. Old Business

7. IT Director Report

IT Director Rosalind Cimino stated that Civic Clerk would go live to the Public in the next week or so. She reviewed the Website analytics and that the hits were more than last month. Member Taylor favored the change in the logo, which in addition to updated graphics, distinct from the Village, now carries the tag line “Bringing Port Chester’s Vision to Life.” He felt it speaks more to the IDA’s role than the previously posed “We’re Open For Business.” The Board agreed and Chairman Ferrara suggested it would be in use from this point forward.

a. IT Director Report

8. Treasurer's Report

Treasurer Siligato reviewed the monthly numbers which appear as Appendix B to these minutes.
He commented that the 2022-2023 budget and amendments will be on the agenda for the March meeting.
Invoices
Mr. Siligato detailed the monthly invoices for approval:
AD Christopher Steers $1,500
Treasurer Anthony Siligato $750
IT Director/Acting Secretary Rosalind Cimino $1,000
Harris Beach General Counsel $550.25
Envelopes & Printed Products, Inc $168
Camoin Associates (PC Holdings I supplemental) $2,250
On the motion of Board member Mike Brescio, which was seconded by Board member Jim Taylor, the monthly invoices were approved for payment.

MOTION TO APPROVE MONTHLY INVOICES

MEMBER	MOTION	SECOND	YES	NO	ABSENT
BRAKEWOOD		X	X		
BRESCIO	X		X		
CUDDY			X		
FERRARA			X		
HIENSCH			X		
O'CONNELL			X		
TAYLOR			X		

a. IDA Financial Snapshot

b. PCIDA Invoices for Approval 02/09/22

9. Adjournment- Next Meeting is March 9th, 2022

On the motion of Board member Mike Brescio, which was seconded by Board member Jim Taylor, the meeting was adjourned.

MOTION TO ADJOURN

MEMBER	MOTION	SECOND	YES	NO	ABSENT
BRAKEWOOD			X		
BRESCIO	X		X		
CUDDY			X		
FERRARA			X		
HIENSCH			X		
O'CONNELL			X		
TAYLOR		X	X		