



Livingston County Economic Development  
Livingston County Government Center  
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Geneseo, New York 14454

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Approved by Laura Lane

**MINUTES**  
**LIVINGSTON COUNTY DEVELOPMENT CORPORATION**  
**Friday, January 4, 2019**

**Livingston County Government Center, Room 205**  
**Geneseo, NY 14454**

**Members Attending:** P. Brooks; G. Moore; R. Smith; L. Lane; K. Northrop; D. Knapp

**Members Absent:** G. Raymond

**Staff Attending:** W. Bacon; M. Wheeler; L. Wadsworth; T. Taylor

**Guests Attending:** J. Coniglio, Esq.

Chairman Brooks welcomed members and guests and called the meeting to order 9:20 am.

**APPROVAL OF MEETING MINUTES**

*A motion was made by Mr. Smith to approve the minutes of the November 2 & December 3, 2018 meetings. Seconded by Mr. Knapp, all in favor, carried.*

**TREASURER'S REPORT**

**Financial Statements**

Mr. Bacon reviewed the Profit and Loss Statement and Balance Sheet for the period ending December 31, 2018.

*A motion was made by Mr. Moore to accept the financial reports as presented. Seconded by Mr. Knapp, all in favor, carried.*

**REVOLVING LOAN FUND**

**Aging Report**

Mr. Bacon reviewed the Revolving Loan Fund Aging Report for the period ending December 31, 2018.

*A motion was made by Ms. Northrop to accept the report as presented. Seconded by Mr. Smith, all in favor, carried.*

**OSB Ciderworks – Collateral Review**

**EXECUTIVE SESSION**

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A motion was made by Mr. Moore to enter into executive session under Public Officers Law; article 7 Open Meeting Law to discuss financials at 9:31 AM. Seconded by Mr. Smith, all in favor, carried. Members, staff and guests remained.

**REPORT OF EXECUTIVE SESSION**

The Livingston County Development Corporation having met in executive session hereby reports as follows: the board took no action.

A motion was made by Mr. Moore to approve the subordination of the Agency's first lien position on the loan to OSB Ciderworks. Seconded by Ms. Northrop, all in favor, carried. Mr. Smith abstained.

**NEW BUSINESS**

**Authorization to Enter into Agreement with the Livingston County Industrial Development Agency**

A motion was made by Mr. Smith to enter to agreement with the Livingston County Industrial Development Agency for economic development services, subject to review by counsel, seconded by Mr. Knapp. All in favor, carried.

**CFA Announcements**

Mr. Bacon presented the funding awarded through round 8 of the Regional Economic Development Council Initiative that will be administered by the Agency:

Funding Source	Applicant	Award
CDBG – Microenterprise Program	County	\$200,000
New York Main Street – Technical Assistance	LCDC	\$20,000
New York Main Street – Anchor	Village of Caledonia	\$375,000

**NYMS Reallocation**

Ms. Wadsworth presented the suggested reallocation for the NYMS projects in Leicester:

NY MAIN STREET-20170136

BUILDING OWNER	ADDRESS	TOT PROJ COST	LEVERAGED	NYMS FUNDS	REALLOCATE
Santucci Family Wealth Trust	10 South Pkwy	\$32,339.50	\$17,339.50	\$15,000.00	
Roger Christiano	123 Main St. Leicester	\$171,755.63	\$96,755.63	\$75,000.00	
Ayers-Christianoprop. Inc.	129 Main St. Leicester	\$100,108.14	\$60,108.14	\$40,000.00	
Eva & James Lowery	134 Main St. Leicester	\$164,000.00	\$89,000.00	\$75,000.00	
<b>TOTAL</b>		<b>\$468,203.27</b>	<b>\$263,203.27</b>	<b>\$205,000.00</b>	

BUILDING OWNER	ADDRESS	TOT PROJ COST	LEVERAGED	NYMS FUNDS	REALLOCATE
Santucci Family Wealth Trust	10 South Pkwy	\$34,000.00	\$9,000.00	\$25,000.00	\$10,000 add
Roger Christiano	123 Main St. Leicester	\$45,000.00	\$15,000.00	\$30,000.00	\$45,000 less
Ayers-Christianoprop. Inc.	129 Main St. Leicester	\$110,108.00	\$60,108.00	\$50,000.00	\$10,000 add
Eva & James Lowery	134 Main St. Leicester	\$164,000.00	\$64,000.00	\$100,000.00	\$25,000 add
<b>TOTAL</b>		<b>\$353,108.00</b>	<b>\$148,108.00</b>	<b>\$205,000.00</b>	

A motion was made by Mr. Smith to approve the reallocation of NYMS funds as presented. Seconded by Mr. Knapp, all in favor, carried.

## **ANNUAL MEETING**

### **2019 Meeting Dates**

Mr. Bacon presented the proposed 2019 meeting dates:

January 4, 2019 – Government Center, Room 205

February 1, 2019 – Government Center, Room 205

March 1, 2019 – Government Center, Room 303B

March 15, 2019 – Government Center, Room 205

April 5, 2019 – Government Center, Room 205

May 3, 2019 – Government Center, Room 205

June 7, 2019 – Government Center, Room 205

July 12, 2019 – Government Center, Room 205

August 2, 2019 – Government Center, Room 205

September 6, 2019 – Government Center, Room 205

October 4, 2019 – Government Center, Room 205

November 1, 2019 – Government Center, Room 205

December 6, 2019 – Government Center, Room 205

## **Appointments & Designations**

Mr. Bacon presented the list of current officers and designations of the Corporation:

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### Board of Directors

**Chairman**

Philip Brooks

**Members**

Gary Raymond  
Kirsty Northrop  
Dwight Knapp

**Treasurer**

Robert Smith

**Vice Chairman**

Gary Moore

**Secretary**

Laura Lane

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### Board Committees

**Governance**

Philip Brooks  
Gary Moore  
Robert Smith  
Laura Lane  
Gary Raymond  
Kirsty Northrop  
Dwight Knapp

**Audit & Finance**

Philip Brooks  
Gary Moore  
Robert Smith  
Laura Lane  
Gary Raymond  
Kirsty Northrop  
Dwight Knapp  
Terrence Donegan

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Other Board Appointments

**Public Information Officer**

William Bacon

**Independent Auditor**

Bonadio & Co., LLP

**Procurement Officer**

William Bacon

**Official Newspapers**

Genesee Country Express  
Livingston County News

Staff

**Executive Director**

William Bacon

**Deputy Executive Director**

Maureen Wheeler

**Chief Financial Officer**

Terrence Donegan

Legal Counsel

**Counsel**

James Coniglio, ESQ  
Underberg & Kessler, LLP

**Alternate Counsel**

William F. Weir, ESQ  
Nixon Peabody

Official Funds Depositories

Community Bank N.A.

Five Star Bank

Steuben Trust Company

*A motion was made by Mr. Knapp to approve the meeting dates and appointments & designations for 2019. Seconded by Mr. Moore, all in favor, carried.*

**OTHER BUSINESS**

**Director's Comments**

Mr. Bacon reviewed the agency's current work plan, outlining current projects and priorities.

**ADJOURNMENT**

*With no further business to discuss, a motion was made by Mr. Moore to adjourn the meeting at 10:13 am. Seconded by Mr. Smith, all in favor, carried.*

Respectfully submitted,



Tessa Taylor

Economic Development Assistant