



**Meeting of the Board of Directors  
May 11<sup>th</sup>, 2020 via Zoom Conference Call and YouTube Livestream**

**Board Members Present:**

Chairman Kevin Hedley, Vice-Chair Penny Hill, Treasurer Rocco Ferraro, Secretary Todd Kusnierz, Steve Bulger, Eric Connolly, Darren O'Connor, Josh Spain, Charles Wait, David Wood, and Benny Zlotnick.

**Board Members Absent:** Brendan Chudy and Scott Solomon.

**Saratoga Partnership Staff Present:** Shelby Schneider, President; Jennifer Kelley, Economic Development Assistant; and Michele Battle, Executive Assistant.

**Guests:** Justin Miller, Legal Counsel, Harris Beach; Tom Seguljic, Vice President/Northeast Regional Manager, HRP Associates, Inc., Matt Grattan, Director of Community and Economic Development at UAlbany.

Chairman Kevin Hedley called the meeting to order at 3:06 pm.

**ADOPTION OF MINUTES**

Charles Wait made a motion to accept the April 17, 2020 minutes, seconded by Penny Hill. No further discussion was made.

**Vote on the motion: AYES:11 NOES: 0.** The motion carried.

**NEW BUSINESS**

**EPA Brownfields Grant Program – Presentation by HRP Associates**

Vice President of HRP Associates Tom Seguljic was asked to present an opportunity for Saratoga County. He stated the Saratoga Partnership could apply for a Brownfield Assessment grant which would be used to identify, inventory, and assess brownfields in the County. Many communities have brownfields and communities and developers are skittish about addressing them because they don't know what type and amount of environmental contamination there is and what the costs are surrounding those sites.

He said this is a 100 percent grant for up to \$300,000 that can be used to do an inventory of potential brownfields, conduct Phase 1 site assessments to see if sites are contaminated, do Phase 2 site assessments throughout the County, and do a remediation plan for those contaminated sites to estimate the costs for a potential developer.

Seguljic said this is a very competitive grant, but he has been doing them for 20 years and has recently successfully done this grant for Montgomery County, Herkimer County, Gloversville, and Glens Falls. Once the Saratoga Partnership is authorized to go after the grant, HRP would write it.

Chairman Hedley asked if HRP charges a fee to write this grant? Seguljic said HRP would not charge a fee because they are hoping to build a relationship with the Saratoga Partnership. He added that if the organization is successfully awarded the Brownfields Assessment Grant, then the Saratoga Partnership would be able to receive a series of other grants as a result.

Ms. Schneider added that the grant is not only for land but for buildings with potentially hazardous materials whose development has been stymied by an unknown cost factor for environmental remediation. Seguljic said these contaminants could include asbestos, PCBs, lead paint, and other things of that nature. He remarked that

until someone understands what's on a property, they stay away from it. This grant helps remove the barriers to redevelopment by putting a cost on contaminants which helps sell the property

Wait asked who gets the grant money and how is it expended? Segulijic replied that the Saratoga Partnership manages the money and doesn't get all of the \$300,000 upfront but rather gets portions of the money upfront to pay for the different services. Wait asked who does these kinds of assessments, HRP? Segulijic replied that yes HRP does Phase 1 and Phase 2 site assessments.

Wait then asked if the Saratoga Partnership can get a management fee? Segulijic replied, yes, the Saratoga Partnership can get up to 10% administration fee, or roughly \$30,000.

Rocco Ferraro clarified that there was not a match associated with this grant. He also asked that if the Saratoga Partnership was the applicant, to what extent would it be more beneficial for Saratoga County to endorse this application. Segulijic replied that there was no match requirement and as long as one is eligible to apply for the grant, there are no extra points rewarded to certain types of entities over another.

Ferraro then followed up stating that the Saratoga Partnership has no regulatory controls as it comes to specific actions in these communities. Segulijic replied that IDAs, who have bonding authority like the Saratoga Partnership, have no loyalty to any one municipality so it is good for them to receive and distribute this grant money across the county.

Ms. Schneider added that upon approval of the grant, a task force of key elected officials and individual property owners would be created to identify priority sites. She remarked that there are tax benefits for property owners to participate in the grant. She said that several sites the Saratoga Partnership works with would benefit from this grant such as the Mechanicville school, former Angelica building in Ballston Spa, former Corinth IP site if they allow site access, and the former County Infirmary which is now under private ownership.

Ferraro asked if this application would be focused on potential hotspots or is the goal of this grant if to identify hot spots. Segulijic replied that it is both. The grant application itself only needs five example sites and then after the Saratoga Partnership receives the grant, they would create a task force to identify sites where the money could be used.

Ferraro asked if Ms. Schneider has had conversations with both private and public stakeholders to get their support moving forward with this grant.

Ms. Schneider said she would not want to move forward with the grant without hearing from the Saratoga Partnership board, however, she has been working with stakeholders such as the Mechanicville school, and is aware of the challenges there with asbestos tiles and potential asbestos insulation wraps. Additionally, she is actively working with the Village of Ballston Spa as they move forward with a team applying for a New York State Brownfield Opportunity Area (BOA) program. She added, this team works closely with Segulijic and HRP and that the BOA would marry nicely with the Brownfield Assessment grant. Ms. Schneider has had conversations with the people who own the infirmary. She also remarked that the Victory specialty packaging facility is in the process of doing brownfield cleanup. Although Ms. Schneider has not directly talked to these private property owners about the Brownfield Assessment grant, she knows they would support the application.

Wait asked for clarification if this grant referral was from the County. Ms. Schneider replied that she did not say this referral was from the County. She said that she got to know HRP back when they did the environmental remediation of the 25-acre Mechanicville Industrial Park. She said the Saratoga Partnership started talking about the grant process back in the fall when Marty wanted to start an application process, but the timing was not good.

Wait reiterated this was not a referral from the County. He added that the Saratoga Partnership would not want to step on the County's toes. Ms. Schneider replied that she would engage with Supervisors who thought

they had problem areas and properties in their towns so that they could be a part of the site identification process.

Ms. Schneider talked about the lingering challenges to the former Malta rocket test site and that additional resources to redeveloping these sites are a good thing.

Eric Connolly asked if lots as small as a defunct gas station could be looked at? Segulijic replied absolutely.

O'Connor asked if there was any limit on petroleum product contamination. Segulijic said that there are impacted sites and hazardous substance sites, but the \$300,000 grant would be used on both types of sites. He also added that this money can be used on private sites for a Phase 1 and Phase 2 as long as the site owner gives site access approval. The sites do not have to be publicly held.

Connolly asked how one ensures the county-wide program is equitably looked at across all municipalities. Segulijic said the task force would be used to identify sites equitably. Ms. Schneider said she would do significant outreach to the County Board of Supervisors first with a presentation to the Economic Development Committee on the grant program benefits, the types of sites to be identified, and leave it up to the Supervisors to participate in the task force. Segulijic added that it is about getting input from Supervisors to look at not only environmental but economic potential of a site.

Connolly said that every municipality would benefit when one turns a brownfield site into a productive business through the sales tax component which would help identify which would make the most impact in the county on a priority scale. He said everyone would like to see their brownfield sites turned into something useful in their towns, but everyone will benefit from a brownfield cleanup.

Ms. Schneider gave the example of a site on Route 9 in Moreau. She said that even though the site has gone through the remediation process, there could still be lingering negative perceptions of that site. Segulijic added that just a perception of contamination is enough for a site to become eligible.

Todd Kusnierz asked if the funding could be utilized for a PCB encapsulated site. He said this 3-acre area is ideal from recreation but holds PCBs. Kusnierz asked if the revenue could be used to clean up the site. Segulijic replied that funding couldn't be used for remediation, only for site investigation and the creation of a remediation plan. He added that there are other funding programs that can be used for remediation. He continued saying that once the Saratoga Partnership is awarded the Brownfield Assessment grant, they would have the ability to be awarded several other grants.

Josh Spain asked once a Phase 1 or Phase 2 is completed, is there any obligation or time deadline to remediate the site. Segulijic replied no there was no obligation assuming there was not an imminent hazard.

Ferraro asked if the Brownfield Assessment grant would be used to do an overall assessment of potentially hazardous waste sites or are the sites preselected. Segulijic replied the purpose of this EPA Brownfield Assessment grant is to start developing an inventory of sites. Once awarded the grant, a task force would be created to come up with a list of 50-70 potentially contaminated sites. Through a process of meetings, 10-15 sites would be targeted for further investigation.

Chairman Hedley asked what the timeline of the grant is. Segulijic said that they could begin a draft of the grant in the next couple of months, have the EPA review the grant prior to it being sent out, and have the Technical Assistance Bureau (TAB) review the draft.

Chairman Hedley said he did not see any downside to this grant and asked the Supervisors on the board if they saw any downside. O'Connor stated he didn't see a downside to presenting this opportunity to the Economic Development Committee. Connolly said he was 100 percent in favor and didn't see a downside. Benny Zlotnick said this money would go a long way to let the county know exactly where some sites stand and agreed with

O'Connor and Connolly. Kusnierz also said to present the grant to the Economic Development Committee and this was a good idea.

Ms. Schneider concluded saying the Saratoga Partnership was not asking for specific action but want the board to hear the same presentation that the organization had heard. She said that the Saratoga Partnership doesn't want to rush to get an application in and wants to get stakeholder buy-in. Chairman Hedley added that this is an avenue to help the County and for the Saratoga Partnership to get some management fees out of it.

### **TREASURER'S REPORT – ROCCO FERRARO**

Treasurer Rocco Ferraro presented the Statement of Activities through May 8<sup>th</sup>. He added that there was a lot that needed to be reconciled with QuickBooks, the chart of accounts, and the financial statements. He said that he would be talking to Ms. Schneider and Michele Battle about some questions he had, but they did not have monetary significance.

Wait asked if the reconciliation of these questions would explain the negative payroll clearing amount. Ferraro responded yes, that was one of the questions. Ms. Schneider said that since the Saratoga Partnership opened the second checking account through Adirondack Trust to manage the Payroll Protection Program funds, all of the organization's payroll benefits, taxes, rent, and utilities come out of that account. She said that Ms. Battle is learning that process of how to manage QuickBooks with multiple checking accounts. Wait responded that he just wanted to make sure the Saratoga Partnership had not overdrawn. Ms. Battle said it wasn't. Chairman Hedley said that his manager was going to get back to Ms. Battle about her questions. Ferraro stated the Saratoga Partnership staff is doing a good job of reconciling all the issues that had occurred with the budget.

Ferraro stated on a more general issue, the budget is a work-in-progress and staff is working diligently to bring a revised budget to the Audit and Finance Committee and then the full board. He added that the overarching concern is the revenue stream with the County. He questioned that since the Saratoga Partnership has a contract with the County, but given the financial situation that everyone is under, can that contract be revisited. Ms. Schneider stated that that was a question for Attorney Justin Miller. She re-asked, can the contract between the Saratoga Partnership and Saratoga County be changed mid-stream.

Attorney Miller replied that that can be proposed. He stated that right now the contract provides \$500,000 broken down into four tranches of \$125,000. The intent of the contract is for the revenue to be delivered in quarterly payments to the Saratoga Partnership which would be from the assumed track of bed tax revenue based on 2019 figures. He stated that due to COVID-19 there would be dramatic impacts on the bed tax. He said the good news is that the contract delivers that revenue whether or not the bed tax actual receipts fluctuate this year. He said that the bad news is that the contract has a true-up mechanism each year around March 1 of the following year when the county can audit all of its' receipts from the prior year. The intent on the contract was to true that out. If there were more revenues received than the \$500,000 previously paid, the County would give more money. However, he said that people can safely predict that there will be an under realization of bed tax receipts that would suggest a correction go the wrong way. He said that the Saratoga Partnership would have renewed discussions at the end of this year, as the county goes into its next budget cycle, to know what the organization's 2021 contract would look like. There would be discussions as to a correction to the contract whether it be adverse or for the benefit of the organization for this potential overpayment and under receipt of revenues in 2020. He said that the 2021 contract could look at actual quarterly receipts. Attorney Miller asked the Supervisors if a mid-year adjustment is something that would come up in county discussions, given the myriad of other financial and pandemic related issues they are tackling.

Kusnierz asked for clarification if the language of the contract is predicated on the fact that the county actually receives that minimum level of bed tax or is it predicated on what is actually received by the county. Attorney Miller responded that the way the contract was drawn up was under the rational assumption that 2020 bed tax revenues would be somewhat on par with 2019 bed tax revenues. He said the contract was created stating that the county would provide quarterly payments irrespective of actual receipts. He said it takes time for the county to look back each quarter and figure out bed tax due to late payers. It is hard for the County to get into a

rhythm of exact payments to distribute to the Saratoga Partnership. The contract was set up to establish four quarterly payments at \$125,000 irrespective of actual receipts given the time and rhythm of collection. Attorney Miller also provided that the true-up has been in the contract since the contract's inception. Under the County law, there are nuances that state if the County gives marketing contract revenues and that organization doesn't spend all of those funds, the law requires the organization to give the amount not spent back to the County. That true-up mechanism is mimicked in the Saratoga Partnership contract saying if the bed tax exceeds the organization is owed more and if bed tax doesn't hit, there might be a reconciliation. Attorney Miller said to look at the 2021 calendar year and fiscal year for both the Saratoga Partnership and the County to take care of that reconciliation and bake it into 2021.

Kusnierz clarified that the true-up language is not in this year's contract. In other words, if the bed tax was significantly less, the Saratoga Partnership would not have to come up with the difference or give it back. Attorney Miller replied that the language is there, but no one knows where the receipts will fall this year. As the bed tax revenues are tracked over the summer on a quarterly basis, he suggested talking with the County Treasurer to forecast and get a sense of if reconciliation is necessary and how the Saratoga Partnership takes care of it in March or April of 2021.

Wait asked if the true-up was optional or mandatory in the language of the contract. Attorney Miller said that he would have to read the contract to see how hard the language was. He said the intent at the time the contract was drafted was to make sure that it was compulsory because it was assumed there would be more money based off of annual trends.

Ferraro stated that from the board's perspective and looking at the finances the Saratoga Partnership should be very careful on expenditures so that there could be a carryover of funds into the next fiscal year or payback the unspent money in 2021. In the meantime, Ferraro said the staff is doing their due diligence in seeking out other financial revenue streams to help support the organization moving forward. The Finance Committee's perspective is that yes, the organization has the money, but that doesn't mean it should be spent and the organization should continue to reduce expenses.

Ms. Schneider said that in the past, not only the room occupancy tax but the general fund money was front-loaded and given to the Saratoga Partnership at the beginning of the year. Now, the Saratoga Partnership submits quarterly vouchers.

Attorney Miller stated he would send the legal document to Wait. Wait asked Ferraro if the Saratoga Partnership was solvent. Ferraro replied yes.

Wait made a motion to approve the Treasurer's Report, seconded by Rocco Ferraro. There was no discussion  
**Vote on the motion: AYES: 11 NOES: 0** . The motion carried.

## **OLD BUSINESS**

### **Review of Start-Up NY Program Policies**

Ms. Schneider introduced Matt Grattan from the University at Albany and the innovation hotspot for the Capital Region. Grattan oversees the Start-Up NY application process on behalf of the University at Albany. Ms. Schneider stated that Grattan reached out to the Saratoga Partnership in November about a client they were working within the engineering department at the University.

Ms. Schneider stated that G+G Lighting who was originally making lighting fixtures for car washes was getting into the food production and FDA certified space. The University at Albany has been working with them on engineering concepts for this new lighting. The benefits of this company getting into this space can be quantified by jobs, capital investment, and will be seen as a collaboration between the academic and private sectors.

Grattan extended his appreciation for the Saratoga Partnership taking a deep look at this opportunity and being willing to partner with the University, Empire State Development (ESD), and G+G LED Lighting on this

project. Grattan stated that when he originally talked about G+G Lighting back in November to the Saratoga Partnership, they were not familiar with the company. G+G Lighting is a small, stage two company that has a product in the market and has been very successful in the car wash industry. The company's main product line is waterproof LED lighting which is a unique engineering concept and there are not too many manufacturers in that product space. G+G Lighting has 17 employees located in the Halfmoon Industrial Park.

Grattan said that the main reason G+G Lighting and UAlbany integrated the Saratoga Partnership into the expansion project was that it was a nonprofit, economic development entity. For G+G Lighting to be considered for Start-Up New York approval, the space they were going to expand into had to be designated as a tax-free area. Grattan then remarked that Saratoga board member Penny Hill could teach a class on the Start-Up NY program, as she runs the program for Hudson Valley Community College.

Grattan said that when he approached ESD about looking at adding the Halfmoon space to the Start-Up NY program, they said that the site was farther than the 1-mile radius from campus rule. However, he said there are exceptions to that 1-mile rule. There is a stipulation that allows for property to be added to a campus's plan if they work with a nonprofit agency. To extend the proximity rule, the nonprofit agency would be an intermediary and would control the space, but then turnaround and lease to the Start-Up NY tenant. Grattan added that due to COVID-19 there is a new market opportunity for waterproof LED lights as food production facilities are more concerned with their ability to clean and sanitize their work environment. G+G has indicated in their Start-Up NY application is over a five-year period, the creation of seven net new jobs and an investment of \$ 2.25 million. Grattan stated that most of this investment is planned to be in year four which would be a \$2 million investment of a larger facility. G+G Lighting has projections that look to have the company move out of the two adjacent facilities, and into a new, larger space.

Grattan added that seven net new jobs might not be earth-shattering to many, but he coaches companies to be more conservative with their numbers, and each year they can amend them. He added that there could be between 10-15 new job jobs created through this Start-Up NY program.

Grattan stated that usually the University does not get involved once the Start-Up NY beneficiary gets into negotiating lease agreements. However, the University at Albany does have a signed and approved Memorandum of Understanding between the Saratoga Partnership, the University, and SUNY Research Foundation that allows the space to be allowed in the Campus Plan. The Campus Plan amendment was approved in February. G+G Lighting's application for Start-Up NY was submitted and ESD stated that the University would hear back on the approval in the next couple of days. Grattan stated that once the approvals were in place, G+G Lighting could begin occupying the space. He stressed the importance of the Saratoga Partnership reviewing the leasing documents so that G+G Lighting could move into the space to begin working on their design and production.

Ms. Schneider stated that G+G Lighting's new direction into the food production industry has allowed them to stay open as an essential business during the COVID-19 pandemic.

Hill stated that Grattan gave a great explanation of the Start-Up NY program and how the Saratoga Partnership's involvement was helping G+G Lighting. Ms. Schneider added that this program helps the Capital Region retain students by getting them involved in small companies and product development. This encourages them to become permanent residents which helps develop the workforce talent pipeline. Grattan added that the Start-Up NY Program hasn't always had the greatest reception in the media, but that G+G Lighting has been an outstanding partner from the beginning. G+G Lighting has already had deep discussions with the Computer and Electrical Engineering department chairs, and they are already working on capstone projects that the students could be engaged in.

Ms. Schneider stated that Attorney Miller had some documents to present as it pertains to the Start-Up NY project.

**Start-Up NY Program – G+G LED, LLC Project – Authorizing Resolution**

Attorney Miller stated that at the last board meeting the discussions centered on what the Saratoga Partnership's internal policies were going to be towards facilitating the Start-Up NY program. A proposed policy document was drafted in case the Saratoga Partnership received any additional applications or requests to facilitate these Start-Up NY campus amendments. This internal policy would be used to engage with clients in a fair, transparent, and even-handed way. The policy that Attorney Miller put together deals with minimum documentation that would be required to remain on a non-recourse basis, administrative fees that would be charged to provide this facilitation, and basic insurance requirements.

Attorney Miller also presented an authorizing resolution that was specific to the G+G Lighting project. In essence, an Abele affiliate would lease the Saratoga Partnership a building, which would be immediately leased to G+G Lighting. Both entities would insure and indemnify the Saratoga Partnership from any liabilities. The role of the Saratoga Partnership is to collect rent every month from G+G Lighting and forward it to the Abeles for the life of the lease which starts at a two-year term. The Saratoga Partnership would receive \$1,000 a year for administrative facilitation and if the lease is renewed, the organization would continue to receive that outside income.

Wait asked what happens if the company defaults, would there be recourse to the Saratoga Partnership. Attorney Miller replied that there are indemnifications from both the Abeles and G+G Lighting in which both entities are providing insurance with a minimum umbrella of \$5 million. Thus, there is a very large policy that should cover any industrial incidents. If G+G Lighting defaults, the Saratoga Partnership would look to the insurance company. Wait asked if the Saratoga Partnership would be in the chain of liability. Attorney Miller replied that the Saratoga Partnership is not getting into the chain of title, thus the indemnities would like with the companies and then their insurance policies. The Saratoga Partnership would never have any role or oversight maintenance responsibility to maintain the facility.

O'Connor clarified that the Saratoga Partnership would rent from Abele and then in turn lease the space to G+G Lighting. The only administrative function the Saratoga Partnership has is to collect the rent money and send it to Abele. Attorney Miller stated that that was correct. O'Connor stated that the Saratoga Partnership seems pretty safe but could wind up as a defendant in a complaint since the organization is a lessor. Wait replied that since two organizations are providing insurance, the Saratoga Partnership is probably ok, but would be in the chain of liability.

Attorney Miller stated that this resolution is just a modified version of an IDA transaction. He added that sometimes IDAs get involved in litigation and personal injury claims, but the insurance carriers quickly plead them out because there was no role or nexus to the claim. Ms. Schneider added that G+G Lighting is a low-key work environment with very light assembly, not a heavy-duty manufacturing business. Wait replied that a fire or Coronavirus liability could also result in a lawsuit. O'Connor responded clarifying that the Saratoga Partnership would have no responsibility for any kind of operations at the facility so the organization couldn't be held responsible for negligence.

Chairman Hedley asked if the Saratoga Partnership was liable to pay rent if G+G Lighting doesn't pay rent. Attorney Miller replied that the Saratoga Partnership is only responsible to transfer any rentals the organization receives. If there is a default, the lease agreement would be terminated and Abele and G+G Lighting would have a direct relationship. Additionally, if G+G Lighting were to be disqualified under the Start-Up NY program for any reason, the lease agreement with the Saratoga Partnership could easily be collapsed.

Chairman Hedley asked if the Saratoga Partnership has to directly receive the rent check from G+G Lighting. Ms. Schneider responded that the Saratoga Partnership needs to directly receive the rent.

Hill asked Grattan what were G+G Lighting's Statement of Consequences? Grattan replied proportional recovery. When a company applies to the Start-Up NY program, there is a document called the Statement of

Consequences which outlines the clawback provision. There are three clawback options if the company doesn't meet their goals; proportional recovery which means the State would tax the portion of the organization's goal that wasn't hit; suspension from the program, or termination from the program.

Spain made a motion to approve the Start-Up NY Program Policy, seconded by Penny Hill. There was no discussion

**Vote on the motion: AYES: 11 NOES: 0** . The motion carried.

Wait made a motion to approve the Start-Up NY Program- G&G LED, LLC Project – Authorizing Resolution which includes the Master Lease Agreement - CP Saratoga LLC to Saratoga County Prosperity Partnership, Inc., the Leaseback Agreement – Saratoga County Prosperity Partnership Inc. to G+G LED, LLC, and the Environmental Compliance and Indemnification Agreement, seconded by O'Connor. There was no discussion

**Vote on the motion: AYES: 11 NOES: 0** . The motion carried.

### **PRESIDENT'S REPORT**

Ms. Schneider remarked that Mary Estelle Ryckman returned to work for the Saratoga Partnership. Since she was previously an employee with the organization, onboarding was a lot easier and quicker. Ms. Schneider reported that Ms. Ryckman was given the Phase 1 COVID-19 Business Impact survey results and has been following up on respondents based on industry and geographic breakdown. Ms. Ryckman has been able to contact at least 37 companies thus far that include retailers, nonprofits, eCommerce firms, transportation and logistics companies, farmers, and manufacturers. Ms. Ryckman has participated in several trainings on the different federal programs. Her experience with the Federal Government and federal programming gave her unique insight into some of these programs.

Ms. Ryckman stated she has a comfort level with the Small Business Administration (SBA) and it has helped when talking to companies about the different SBA programs. Additionally, her background as a commercial banker has helped with conversations with companies about exposure.

Ms. Ryckman stated that the companies she has spoken to are medium to small in size and their biggest concern is paying their bills in June, July, and August as they begin to reopen regardless of if they have an EIDL or PPP loan. However, Ms. Ryckman proclaimed that the people of Saratoga County are hustling to find ways to get money, bring in cash, and keep employees working. She said she continues to get reopening guidelines and information out to businesses to help them prepare for the future. She concluded by saying she is up to 45 companies right now, but it takes a while to get through the list of 300 plus survey respondents.

Ms. Schneider added that Ms. Ryckman is collecting information on everyone in Saratoga County that owns, is manufacturing, or importing Personal Protective Equipment (PPE). Ms. Schneider also stated Ms. Ryckman is doing business development initiatives for the Global Markets program.

Ms. Ryckman added that there are several opportunities for businesses to be advised on how to handle the global marketplace. She said that several companies are having issues getting their imports in from India, China, Peru, etc. and she is advising these companies on how to move forward. She stated that one company she has spoken to, that was looking to expand, is now exporting to Canada.

Ms. Schneider continued on to talk about basic administrative information. The Saratoga Partnership is trying to look for resources to shore up its financial footing. The organization has been working with Capital CFO to recast the Saratoga Partnership's budget. A rough draft of the new budget has been provided to Ferraro and once reviewed it will be presented to the Audit and Finance Committee.

Ms. Schneider stated she had spoken with the City of Saratoga Springs about their Community Development Block Grant (CDBG) economic development fund. The application for that grant went out the first week of May. The Community Economic Development Director, Lindsey Connors sent the applications and guidelines to the Saratoga Partnership and strongly encouraged our organization to apply. Ms. Schneider added that many

Saratoga Springs businesses filled out both Phase 1 and 2 of the COVID-19 Business Impact Survey. With that information, the Saratoga Partnership could do very focused business development and technical assistance for businesses in Saratoga Springs. Ms. Schneider said that the upper limit to the grant is \$50,000, however, it is very competitive.

In addition to the Saratoga Springs CDBG, Ms. Schneider talked about the recent submission of the USDA Rural Business Development Grant. Ms. Schneider stated the USDA grant was submitted for \$95,000 and would cover a significant amount of payroll and overhead while complimenting the Next Wave Communities and Business Retention and Expansion initiatives. The USDA grant would also bring in subject matter experts who would help businesses impacted by COVID-19.

Ms. Schneider stated she had a meeting coming up for a bioenergy project which she has been working on for a while and would be in the Town of Halfmoon. She said the company is looking at feedstocks related to food waste to help companies comply with a new state mandate. This new State mandate requires businesses to donate or recycle food scraps if they produce an annual average of two tons per week or more of food scraps. She added that both SEDC and the Saratoga Partnership are working together on this project.

Ms. Schneider stated she has been in communication with SCORE to work with them to provide a more focused effort on small businesses. She added that small businesses are experiencing the most severe impact from COVID-19 regulations and they are generally the least connected with the economic development system. Ms. Schneider remarked that the Saratoga Partnership has been aiding these small businesses with the help of our partners; the Saratoga County Chamber of Commerce, SEDC, Saratoga Springs Downtown Business Association, Saratoga City Center Authority, and Discover Saratoga. These partner organizations have also been collecting personal protective equipment and creating COVID-19 recovery kits for small businesses.

Ms. Schneider added that a month ago there was a question out there as to what the Federal recovery stimulus package would look like and how do businesses get access to that. She remarked that the local banks have done a tremendous job getting that money out on the street. She also commented that the SBA and Saratoga Partnership board member Steve Bulger are doing a great job aiding small businesses.

Steve Bulger gave an update stating all of the SBA's resource partners including SCORE and the Small Business Development Center, have gotten funding from CARES Act and will be ramping up services. He added that the NY SBDC received \$11 million to help with COVID-19 recovery efforts.

Bulger emphasized there is still over \$100 billion left in the Paycheck Protection Program (PPP). He encouraged any small businesses or eligible nonprofits to apply. Bulger added that Adirondack Trust Bank and Saratoga National Bank have been superstar PPP lenders in SBA Region 2.

Ms. Schneider stated there is a decent amount of education and guidance the Saratoga Partnership can give to potential PPP applicants. She continued that some of the guidance and direction have changed and evolved when it comes to the PPP, but the Saratoga Partnership is working with the SBDC to communicate the most up-to-date information to small businesses.

Ms. Schneider stated that the Saratoga Partnership is actively working with SEDC and CEG on selecting a potential consultant to create a site and market analysis for the Luther Forest Technology Campus, Saratoga Technology and Energy Park in Malta and Stillwater. This is an extension of the Next Wave Communities plan. An initial draft proposal was presented from a group who is very familiar with Luther Forest and the attraction process of AMD which later became Globalfoundries. She added that considering the fact that President Trump as well as representatives from the largest chipmakers now see real market opportunities for chip manufacturers to come back to the United States. She continued stating there could be another grant opportunity that comes through the Saratoga Partnership as well as asking the Industrial Development Agency (IDA) to chip in on this market and site analysis. The IDA is investing in a 20+-acre site that sits in the center of the Luther Forest Technology Campus

Darren O'Connor thanked the Saratoga Partnership for sending the article out about President Trump and the semiconductor industry. He added that the Town Board is happy to see a plan move forward to get more chip manufacturers in Luther Forest.

Ms. Schneider said that she is working on a perception survey with the partnership group she previously referred to and a company called Mind Genomics based out of Saratoga Springs. This survey is to understand individuals' perceptions and what consumer preferences might be to better understand how to best salvage the tourism season and reposition Saratoga County and Saratoga Springs as a place of health and respite. Included in this exercise is the Convention and Tourism Bureau, Saratoga Chamber of Commerce, Randy Metevier of Applied Materials, SPAC, and Saratoga Casino and Raceway.

She added that this group is discussing implementing safety measures such as temperature checks at the doors, wearing gloves, having people spaced out within the confines of the building. She said that they are working on creating health and safety plans based off on OSHA and CDC guidelines.

Chairman Hedley added that casinos in Las Vegas are coming out with similar safety plans. He asked if this was something the Saratoga Casino and Raceway can look into. Ms. Schneider replied that she is sure Skip has looked into all options and he is very concerned about people's health and safety as well as their tolerance. She said the Saratoga Casino and Raceway wants to create the most beneficial experience for customers without scaring them. Additionally, SPAC wants to know how often they should clean bathrooms and how do they reimagine their indoor amphitheater. Ms. Schneider said people are looking into how one reimagines Saratoga and how does the County rethink some of the assets here and reposition the community to better utilize outdoor open spaces. She added that Charles Wait wrote a beautifully eloquent letter about Saratoga Race Course.

Wait said he would send a copy of the letter to anyone who would like to see it. Ms. Schneider concluded that the Saratoga Partnership has been extremely busy. She talked about her participation in a CDRPC webinar and a Saratoga County Emergency Services Facebook Live event talking about how the Saratoga Partnership is helping businesses.

Ms. Schneider said that as the Saratoga Partnership was contacted by the President of the Saratoga County Chamber Todd Shimkus, who asked if the Saratoga Partnership wanted to co-locate with the Chamber. She added that the Saratoga Partnership hasn't gotten any specific information about what the footprint would look like at the 28 Clinton Street offices. She stated that as the Saratoga Partnership staff is experiencing remote working, we can see some opportunities that make sense for us to share costs including general infrastructure. She said that she wants to make sure collocating wouldn't impede the Saratoga County contract but says that there would be a lot of benefits to co-locating.

Chairman Hedley added that he is President of the Saratoga County Chamber board and had a meeting with Todd about co-locating. He said that as both organizations look to streamline their budgets, co-locating could be a good option. He added that moving forward he would not vote on anything as it relates to this matter as it would be a conflict of interest being Chairman of both boards.

Ms. Schneider stated that there were discussions at previous Unity Committee meetings about co-locating with SEDC. She said that there hasn't been a recent Unity Committee, but that she talks to Dennis Brobston almost every single Monday. She added that he has deep seed concerns about being a Public Authority and being subject to open meetings law and the Public Authorities Accountability Act. She shared that SEDC is getting a legal opinion about being subject to the Public Authorities Accountability Act and that it might not be an option for the Saratoga Partnership and SEDC to co-locate.

Wait asked if SEDC had gotten the legal opinion yet? Ms. Schneider responded that Brobston said that it might almost be ready and that it might have already been presented to SEDC's board. She said that at the next Unity

Committee, SEDC's board chairman John Munter would present the legal opinion. Ms. Schneider said Brobston was gently warning her that the legal opinion would probably not work out in favor of successfully merging.

Wait remarked that the legal opinion makes Unity Committee unnecessary? Ms. Schneider stated she loves the Unity Committee and it is important to mend the relationship between the two organizations and keep them working collaboratively together. Wait stated that the Unity Committee was created to bring unity and if the two organizations can't bring unity then the Committee is a waste of time from his point of view. Chairman Hedley added that hopefully, this isn't what it comes to.

Zlotnick stated there are a few businesses and sole proprietors in Milton that are having a hard time getting through to unemployment, and he was wondering if there was someone that could help them out. Ms. Schneider replied she has direct contacts with the Department of Labor and Mary Ryckman can also help reach out to these businesses as well.

### **ADJOURNMENT**

Kusnierz made a motion to adjourn the meeting, seconded by Wait. No further discussion was made.

**Vote on the motion: AYES: 11 NOES: 0** . The Motion was carried.

The meeting adjourned at 4:45 pm.

Recording Secretary

A handwritten signature in black ink, appearing to read "John M. Kelly", is written over a horizontal line. The signature is cursive and includes a large, stylized flourish at the end.