



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Board Meeting Minutes — January 20, 2023**

**Present:** Gary Hughes, Chris Gardner, Nicolaus McDonald, Sara Mae Pratt, Stephanie Martini, Evan Christou, and Michael Martell

**Absent:** None

**Others:** Melissa Bennett (Agency Counsel), Ray Gillen, Jayme Lahut, David Hogenkamp, Tonia Lehoisky, Jen Medler, Danielle Walsh, and Jack Warner

**Call to Order:** Mr. Gardner called the meeting to order at 9:00 a.m.

- 1. Approval of Minutes:** Mr. Christou moved acceptance of the October 26, 2022, meeting minutes as presented; seconded by Mr. Gardner and approved.
- 2. Treasurer's Report:** Jayme Lahut reported on the year ending December 31, 2022. Cash on hand was \$1,017,814 primarily due to the CHPE project closing. Expenses were well within budget. Mr. McDonald moved acceptance of the Treasurer's Report as presented; seconded by Mr. Martell and approved.
- 3. Swaggertown I LLC Solar Project (Town of Glenville):** Resolution 524-23 — SEQRA  
Resolution 524-23 completed the state-mandated environmental review of the project by characterizing it as an Unlisted Action and issuing a negative declaration that there would have negative effects on the environment. Resolution 524-23 was moved by Mr. Christou; seconded by Mr. McDonald. Discussion followed about municipalities' concerns about decommissioning solar projects. Resolution 524-23 was approved unanimously.
- 4. Swaggertown I LLC Solar Project (Town of Glenville):** Resolution 525-23 — Final Approving Resolution  
Resolution 525-23 authorized a PILOT agreement with respect to the 3.978 MW solar power array on 11.52 acres on the west side of Swaggertown Road in Glenville. A public hearing was held on the project on January 12, 2023 and no written or oral comments were received. The solar project has received all local approvals from the Town of Glenville. Resolution 525-23 was moved by Mr. Christou; seconded by Mr. Gardner and approved.
- 5. Swaggertown II LLC Solar Project (Town of Glenville):** Resolution 526-23 — SEQRA  
Resolution 526-23 completed the state-mandated environmental review of the project by characterizing it as an Unlisted Action and issuing a negative declaration. Resolution 526-23 was moved by Mr. Martell; seconded by Mr. Gardner and approved.

**6. Swaggertown II LLC Solar Project** (Town of Glenville): Resolution 527-23 — Final Approving Resolution

Resolution 527-23 authorized a PILOT agreement with respect to erecting a 6.28 MW solar power array on 17.2 acres on the east side of Swaggertown Road in Glenville. A public hearing was held on the project on January 12, 2023 and no written or oral comments were received. The solar project received local approvals from the Town of Glenville in April 2022. Resolution 527-23 was moved by Mr. Gardner; seconded by Mrs. Martini and approved.

**7. 742-754 State Street Project** (City of Schenectady): Resolution 528-23 — Designation as SEQRA Lead Agency

Resolution 528-23 seeks the designation as SEQRA lead agency to undertake a coordinated review of the proposed grocery store project in the City of Schenectady. The Agency would contact several local and state agencies for their consent to undertake the state-mandated environmental review. Schenectady County has obtained a purchase contract on the former Mohawk Honda site and is actively recruiting a grocery stores to redevelop the site. Metroplex and the City of Schenectady have applied for a Restore NY grant for the project. Following discussion about the project, Resolution 528-23 was moved by Mr. Christou; seconded by Mr. Martell and approved.

**8. Other Business:** Mr. Gillen updated the board on ongoing projects and introduced Jack Warner, a Union College student working as an intern at Metroplex.

**9. Adjournment** Mr. Christou moved to adjourn; seconded by Mr. Gardner. The meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Jayne Lahut  
Executive Director



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
Board Meeting Minutes — February 17, 2023**

**Present:** Gary Hughes, Chris Gardner, Nicolaus McDonald, Sara Mae Pratt, Evan Christou, and Michael Martell

**Absent:** Stephanie Martini

**Others:** Melissa Bennett (Agency Counsel), Ray Gillen, Jayme Lahut, and David Hogenkamp

**Call to Order:** Mr. Hughes called the meeting to order at 9:00 a.m.

1. **Approval of Minutes:** Mr. Christou moved acceptance of the January 20, 2023 meeting minutes as presented; seconded by Mrs. Pratt and approved.
2. **Treasurer's Report:** Jayme Lahut reported there were no activities to date but that cash on hand was \$1,009,684. Mr. Gardner moved acceptance of the Treasurer's Report; seconded by Mr. Christou and approved.
3. **742-754 State Street Project (City of Schenectady):** Resolution 529-23 — SEQRA / No Significant Effect on the Environment  

Resolution 529-23 completed the state-mandated environmental review of the project by characterizing it as an Unlisted Action and issuing a negative declaration. The Agency acted as lead agency and performed a coordinated review after obtaining the consent to act as lead agency from seven State and local involved agencies.

Resolution 529-23 was moved by Mr. Gardner; seconded by Mss. Pratt and approved following discussion.
4. **New Notification Requirements for IDAs:** Melissa Bennet, Agency Counsel, updated the board on new notification requirements for industrial development agencies statewide. The initial resolutions, which typically authorize holding public hearings, now must be distributed to the affected taxing entities by certified mail. Another requirement is notifying the affected taxing entities about expiring PILOT agreements 2-years in advance. Finally PILOT deviation letters must now be sent by certified mail, return receipt requested. The delivery method had not previously been specified.
5. **Other Business:** Mr. Gillen updated the board on ongoing projects, including recent projects returning vacant local schools onto tax rolls to benefit school districts, as well as recent projects in the Glenville Business and Technology Park and the Rotterdam Corporate Park.

**6. Adjournment** Mr. Christou moved to adjourn; seconded by Mr. McDonald. The meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Jayne Lahut  
Executive Director



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Board Meeting Minutes — March 29, 2023**

**Present:** Gary Hughes, Chris Gardner, Nicolaus McDonald, Stephanie Martini, Evan Christou, and Michael Martell

**Absent:** Sara Mae Pratt

**Others:** Amanda Fitzgerald (Agency Counsel), Jo Ann Kilmer (Agency Counsel), Ray Gillen, Jayme Lahut, Tonia Lehoisky, and David Hogenkamp

**Call to Order:** Mr. Hughes called the meeting to order at 9:00 a.m.

- 1. Approval of Minutes:** Mr. Christou moved acceptance of the February 17, 2023, meeting minutes as presented; seconded by Mr. Martell and approved.
- 2. Treasurer's Report:** Jayme Lahut reported there were very limited activities to date but that cash on hand was \$1,009,680. Mr. Gardner moved acceptance of the Treasurer's Report; seconded by Mr. Christou and approved.
- 3. 2022 Audit:** Resolution 530-23 — Adopt the FY-2022 Audit  
Cusack & Company, CPAs prepared and submitted a clean, unqualified audit with no material findings. Resolution 530-23 adopted the audit, authorized distribution of the audit to the County and ABO as well as posting on the Agency's website. Mr. Christou moved Resolution 530-23; seconded by Mr. Martell and approved following discussion.
- 4. 2022 ABO Report Submissions:** Resolution 531-23 — Readopt the Mission Statement and Adopt the 2022 Reports

Resolution 531-23 adopted the mission statement and series of 2022 reports that get posted on the Agency website and submitted to the Authorities Budget Office. Copies of the reports were distributed in advance of the meeting. Mr. McDonald moved to approve Resolution 531-23, seconded by Mr. Christou and approved.

- 5. Consent Agenda:** Resolution 532-23 through 536-23

The consent agenda consisted of the annual readoption of policies that are posted on the Schenectady County IDA website. The policies remain unchanged from the prior year and conform with ABO requirements. Mr. Christou moved to approve the consent agenda, seconded by Mr. Gardner, and approved unanimously.

**6. Annual Meeting:** Resolution 537-23 — Election of Officers

Mr. Gardner moved to approve the slate of officers summarized in Resolution 537-23, seconded by Mr. McDonald, and approved unanimously.

**7. Other Business:** None.

**8. Adjournment** Mr. Gardner moved to adjourn; seconded by Mr. Christou. The meeting was adjourned at 9:10 a.m.

Respectfully submitted,

Jayne Lahut  
Executive Director



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
Board Meeting Minutes — May 19, 2023**

**Present:** Gary Hughes, Chris Gardner, Nicolaus McDonald, Stephanie Martini, Evan Christou, and Michael Martell

**Absent:** Sara Mae Pratt

**Others:** Amanda Fitzgerald (Agency Counsel), Ray Gillen, Jayme Lahut, Tonia Lehoisky, David Hogenkamp, and Danielle Walsh

**Call to Order:** Mr. Hughes called the meeting to order at 9:10 a.m.

- 1. Approval of Minutes:** Mr. Gardner moved acceptance of the March 29, 2023, meeting minutes as presented; seconded by Mr. Christou and approved.
- 2. Treasurer's Report:** Jayme Lahut reported there were very limited activities to date but that cash on hand was \$1.1 million. Mr. Gardner moved acceptance of the Treasurer's Report; seconded by Mr. Christou and approved.
- 3. Swaggertown Solar I, LLC Solar Project (Town of Glenville):** Resolution 538-23 — Authorize Holding a Public Hearing and Take Related Actions  
Resolution 538-23 authorized holding a public hearing and commencing the PILOT deviation process that are required to correct oversights in the developer's original IDA applications. On Swaggertown I, the amended PILOT would start at \$13,125 in the first year which increases by 2.5 percent each year through year 15 when payments total \$20,600. Mr. Christou moved Resolution 538-23; seconded by Mr. Gardner and approved, following discussion.
- 4. Swaggertown Solar II, LLC Solar Project (Town of Glenville):** Resolution 539-23 — Authorize Holding a Public Hearing and Take Related Actions  
Resolution 539-23 authorized holding a public hearing and commencing the PILOT deviation process that are required to correct oversights in the developer's original IDA applications. On Swaggertown II, the amended PILOT would start at \$25,000 in the first year which increases by 2.5 percent each year through year 15 when payments total \$38,394. Mr. Christou moved Resolution 538-23; seconded by Mr. Martell and approved, following discussion.

**5. S. Ferry Revitalization:** Resolution 540-23 — SEQRA

Resolution 540-23 completed the State-mandated environmental review by characterizing the project as an Unlisted Action and determining that the project will not have a negative effect on the environment. Mr. McDonald moved to approve Resolution 540-23, seconded by Mr. Martell and approved.

**6. S. Ferry Revitalization:** Resolution 541-23 — Authorization to Enter into an Intermunicipal Cooperation Agreement and Take Related Actions

Resolution 541-23 authorized entering into a joint agreement with Metroplex, the Capital Region Land Bank, and Schenectady County. The project includes demolishing ten (10) vacant and blighted buildings in downtown Schenectady, clearing, and preparing the site for future redevelopment. The resolution also appropriates \$300,000 for this initiative. Mr. Christou moved to approve Resolution 541-23, seconded by Mr. McDonald, and approved.

**7. Appointment of Agency Executive Director:** Resolution 542-23

Mr. Christou moved to appoint David Hogenkamp as the Agency Executive Director summarized in Resolution 542-23, seconded by Mr. Gardner, and approved unanimously.

**8. Other Business:** None.

**9. Adjournment** Mr. Christou moved to adjourn; seconded by Mr. Martell. The meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Jayne Lahut  
Executive Director





**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Board Meeting Minutes — July 26, 2023**

**Present:** Gary Hughes, Chris Gardner, Stephanie Martini, Evan Christou, and Michael Martell

**Absent:** Sara Mae Pratt and Nicolaus McDonald

**Others:** Amanda Fitzgerald (Agency Counsel), JoAnn Kilmer (Agency Counsel) Ray Gillen, Tonia Lehoisky, David Hogenkamp, Jennifer Medler, and Danielle Walsh

**Call to Order:** Mr. Hughes called the meeting to order at 9:11 a.m.

**1. Approval of Minutes:** Mr. Christou moved acceptance of the May 19, 2023, meeting minutes as presented; seconded by Mr. Martell and approved.

**2. Treasurer's Report:** Davide Hogenkamp reported there were very limited activities to date but that cash on hand was \$1.23 million. Mr. Gardner moved acceptance of the Treasurer's Report; seconded by Mr. Christou and approved.

**3. Swaggertown Solar I, LLC Solar Project (Town of Glenville):** Resolution 543-23 — Final Approving Resolution

Resolution 543-23 authorized amending the PILOT agreement and authorized a sales tax exemption on the Swaggertown I Project, the amended PILOT would start at \$13,125 in the first year which increases by 2.5 percent each year through year 15 when payments total \$20,600. A public hearing was held in the Town of Glenville on July 13, 2023 and no written or oral comments were received. The solar project has received all local approvals from the Town of Glenville. Mr. Martell moved Resolution 543-23; seconded by Mr. Christou and approved.

**4. Swaggertown Solar II, LLC Solar Project (Town of Glenville):** Resolution 544-23 — Final Approving Resolution

Resolution 543-23 authorized amending the PILOT agreement and authorized a sales tax exemption on the Swaggertown II Project, the amended PILOT would start at \$25,000 in the first year which increases by 2.5 percent each year through year 15 when payments total \$38,394. A public hearing was held in the Town of Glenville on July 13, 2023 and no written or oral comments were received. The solar project has received all local approvals from the Town of Glenville. Mr. Christou moved Resolution 544-23; seconded by Mr. Gardner and approved.

**5. Rivers Ledge of Niskayuna Project: Resolution 545-23 — Extend Sales Tax Exemption**

Resolution 545-23 authorized an extension of the sales tax exemption for the Rivers Ledge of Niskayuna Project through June 30, 2024. The Rivers Ledge project converted 27.5 acres into market-rate apartments, phase one opened in 2022. Additional phases, including a 57 unit senior housing building, are under construction. Mr. Gardner moved to approve Resolution 545-23, seconded by Mr. Christou and approved, following discussion.

**6. Other Business:** None.

**7. Adjournment** Mr. Christou moved to adjourn; seconded by Mr. Martell. The meeting was adjourned at 9:19 a.m.

Respectfully submitted,

David Hogenkamp  
Executive Director



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Board Meeting Minutes — October 27, 2023**

**Present:** Evan Christou, Chris Gardner, Sara Mae Pratt, Nicolaus McDonald and Michael Martell

**Absent:** Gary Hughes, Stephanie Martini

**Others:** Amanda Fitzgerald (Agency Counsel), Ray Gillen, David Hogenkamp, Tonia Lehoisky, and Danielle Walsh

**Call to Order:** Mr. Christou called the meeting to order at 9:00 a.m.

**1. Approval of Minutes:** Mr. Gardner moved acceptance of the July 26, 2023, meeting minutes as presented; seconded by Ms. Pratt and approved.

**2. Treasurer's Report:** Tonia Lehoisky reported there were very limited activities to date but that cash on hand was \$1.23 million. Mr. Gardner moved acceptance of the Treasurer's Report; seconded by Mr. Martell and approved.

**3. 2024 Budget:** Resolution 546-23 — Adopt FY-2024 Budget

The FY-2024 budget reflects limited activity as no projects are anticipated at this time following a busy 2023. The approved budget will be filed with the Authority Budget Office and posted on the Agency website. Following discussion, Mr. Martell moved Resolution 546-23; seconded by Mr. McDonald and approved.

**4. Duanesburg YMCA Project** (Town of Duanesburg): Resolution 547-23 — Purchase Real Property

Resolution 547-23 authorized allocating up to \$150,000 in Agency funds in support of reopening the former Duanesburg YMCA as a fitness center. Following discussion, it was determined that the Agency would commit funding toward the purchase of an excess parcel of real property that is currently owned by the YMCA and will be acquired by Schenectady County and sold as part of the transaction to reopen the facility. Mr. Gardner moved Resolution 547-23; seconded by Ms. Pratt and approved.

**5. Other Business:** None.

**Adjournment** Ms. Pratt moved to adjourn; seconded by Mr. Martell. The meeting was adjourned at 9:13 a.m.

Respectfully submitted,

David J. Hogenkamp  
Executive Director



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Board Meeting Minutes — December 20, 2023**

**Present:** Gary Hughes, Stephanie Martini Evan Christou, Chris Gardner, Sara Mae Pratt, Nicolaus McDonald and Stephanie Martini, Michael Martell

**Absent:** None.

**Others:** Amanda Fitzgerald (Agency Counsel), Ray Gillen, David Hogenkamp, Tonia Lehoisky, Steve Stichman, Danielle Walsh, and Scott Cietek

**Call to Order:** Mr. Hughes called the meeting to order at 9:00 a.m.

- 1. Approval of Minutes:** Mr. Christou moved acceptance of the October 27, 2023, meeting minutes as presented; seconded by Mr. Martell and approved.
- 2. Treasurer's Report:** David Hogenkamp reported there were very limited activities to date but that cash on hand was \$1.15 million. Mr. Christou moved acceptance of the Treasurer's Report, seconded by Ms. Martini and approved.
- 3. Duanesburg YMCA Project (Town of Duanesburg):** Resolution 548-23 — SEQRA  
Resolution 548-23 completed the state-mandated environmental review of the project by characterizing it as an Unlisted Action and issuing a negative declaration that the project would not have negative effects on the environment. Resolution 548-23 was moved by Mr. Christou; seconded by Mr. Martell and was approved unanimously.
- 4. Duanesburg YMCA Project (Town of Duanesburg):** Resolution 549-23 — Purchase Real Property  
Resolution 549-23 authorized the purchase of the 5.39-acre property (SBL #66.00-1-15) from the Capital District YMCA for \$150,000. Following discussion, Mr. Christou moved to approve Resolution 549-23, seconded by Ms. Pratt and approved.
- 5. Other Business:** Mr. Gillen updated the agency on projects throughout the county.

**Adjournment** Mr. Christou moved to adjourn; seconded by Mr. Gardner. The meeting was adjourned at 9:08 a.m.

Respectfully submitted,

David J. Hogenkamp  
Executive Director



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Board Meeting Minutes — March 28, 2024**

**Present:** Evan Christou, Chris Gardner, Sara Mae Pratt, Nicolaus McDonald, Stephanie Martini, and Michael Martell

**Absent:** Gary Hughes

**Others:** Ray Gillen, David Hogenkamp, Tonia Lehoisky, Danielle Krupa, Jennifer Medler, Scott Cietek, and Amanda Fitzgerald (Agency Counsel)

**Call to Order:** Mr. Christou called the meeting to order at 9:00 a.m.

**1. Approval of Minutes:** Mr. Gardner moved acceptance of the December 20, 2023 meeting minutes as presented; seconded by Mr. Martell and approved.

**2. Treasurer's Report:** David Hogenkamp presented the Treasurer's Report for the period ending February 29, 2024 that showed cash on hand was \$727,332. Mr. Gardner moved acceptance of the Treasurer's Report, seconded by Mr. Martell and approved.

**3. 2023 Audit**

- Resolution 550-24 — Adopt the Comprehensive Audit for the Fiscal Year Ending December 31, 2023

David Hogenkamp reviewed the audited financial statements and management letter that were prepared by Cusack & Company, CPAs and distributed in advance of the meeting. He described the audit as clean with no adverse or material findings. Mr. McDonald moved Resolution 550-24; seconded by Mr. Gardner and approved.

**4. 2023 ABO Report Submissions**

- Resolution 551-24 — Reauthorize the Agency Mission Statement and Adopt the 2023 Performance Measures Report, the 2023 Investment Report, and the 2023 Property Report

Resolution 551-24 summarized the Mission Statement and annual reports that are posted on the Schenectady County IDA website. All required reports were updated and conform with ABO requirements. Copies of the reports were distributed in advance of the meeting. Mr. Gardner moved Resolution 551-24; seconded by Mr. Martell and approved.

**5. Consent Agenda – Policy Compliance:**

- Resolution 552-24 — Reauthorize the Investment Policy
- Resolution 553-24 — Reauthorize the Real Property Disposition Policy
- Resolution 554-24 — Reauthorize the Procurement Policy
- Resolution 555-24 — Reauthorize the Whistleblower Protection Policy

The consent agenda consisted of the annual reauthorization of policies that are posted on the Schenectady County IDA website. The policies remain unchanged from the prior year and conform with ABO requirements. Mr. Gardner moved to approve the consent agenda, seconded by Ms. Pratt, and approved unanimously.

## **6. Annual Meeting**

- Resolution 556-24 — Election of Officers

Mr. Gardner moved to accept the slate of officers summarized in Resolution 556-24, seconded by Mr. Martell and approved unanimously.

**Other Business:** Mr. Gillen updated the agency on projects throughout the county including the new investment by GE Vernova in “carbon capture” world-changing innovation. GE is adding jobs both downtown and in Niskayuna.

**Adjournment:** Mr. Martell moved to adjourn; seconded by Mr. McDonald. The meeting was adjourned by Mr. Christou at 9:10 a.m.

Respectfully submitted,

David J. Hogenkamp  
Executive Director



**SCHENECTADY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Board Meeting Minutes — May 15, 2024**

**Present:** Gary Hughes, Evan Christou, Chris Gardner, Stephanie Martini and Michael Martell

**Absent:** Sara Mae Pratt and Nicolaus McDonald

**Others:** Ray Gillen, David Hogenkamp, Tonia Lehoisky, Danielle Krupa, Jennifer Medler and Amanda Fitzgerald (Agency Counsel)

**Call to Order:** Mr. Hughes called the meeting to order at 9:00 a.m.

**1. Approval of Minutes:** Mr. Christou moved acceptance of the March 28, 2024 meeting minutes as presented; seconded by Mr. Gardner and approved.

**2. Treasurer's Report:** David Hogenkamp presented the Treasurer's Report for the period ending April 30, 2024 that showed cash on hand was \$724,243. Mr. Christou moved acceptance of the Treasurer's Report, seconded by Mr. Gardner and approved.

**3. Rivers Ledge Project (Niskayuna)**

- Resolution 557-24 — Approve Financing and Release Parcels

The project's developer, Peter Luizzi, has finalized permanent financing for Phase 1 of the Rivers Ledge project. Resolution 557-24 provided consent from the County IDA to replace the M&T construction loan with permanent financing with NBT Bank, National Association. Mr. Luizzi now plans to move forward with Phase 2 of the project which will create 57 senior housing units. Resolution 557-24 also releases three parcels from the County IDA PILOT so construction may commence. Mr. Christou moved Resolution 557-24, seconded by Mr. Martell and approved.

**Other Business:** Mr. Gillen commented on the successful opening of 4everBods Fitness Club in Duanesburg at the site of the former YMCA.

**Adjournment:** Mr. Christou moved to adjourn; seconded by Mr. Gardner. The meeting was adjourned by Mr. Hughes at 9:10 a.m.

Respectfully submitted,

David J. Hogenkamp  
Executive Director