



TCPDC

TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION

607.687.8260 | www.tiogacountyny.com | 56 Main St. Owego NY 13827

**Tioga County Property Development Corporation
Board of Directors Special Phone Conference Meeting Minutes
Thursday, September 3, 2020
12:00 p.m.**

**Ronald E. Dougherty County Office Building
ED&P Conference Room, Room #106
56 Main Street, Owego, NY 13827**

1. Call to Order: Chair Sauerbrey called the meeting to order at 12:00 p.m. with Ms. Sauerbrey, Mr. Kelsey, Mr. Yetter, Ms. Brown, and Mr. Williams attending in-person and Ms. Pelotte, Mr. Ayres (*joined meeting @ 12:03 p.m.*) and Mr. Baratta (*joined meeting @ 12:14 p.m.*) participating via phone conference with Mr. Astorina being absent.

2. Attendance:

- a. Board of Directors: Martha Sauerbrey (Chair), Patrick Ayres (Vice-Chair), Ralph Kelsey (Treasurer), Michael Baratta (Secretary) Christina Brown, Stuart Yetter, Lesley Pelotte, George Williams
- b. Staff: Teresa Saraceno, Cathy Haskell
- c. Excused: None
- d. Absent: Mr. Astorina
- e. Guests: Attorney Joe Meagher

3. **Old Business**

a. Approval of July 22, 2020 Board of Directors Meeting Minutes –
Motion to approve the minutes of the July 22, 2020 Board of Directors Meeting

**S. Yetter/C. Brown/Carried
None Opposed
Abstentions – None**

b. Approval of July 22, 2020 Governance Committee Meeting Minutes -
Motion to approve the minutes of the July 22, 2020 Governance Committee Meeting.

**S. Yetter/L. Pelotte/Carried
None Opposed
Abstentions – None**

A PARTNER OF



- c. Approval of July 22, 2020 Finance Committee Meeting Minutes –
Motion to approve the minutes of the July 22, 2020 Finance Committee Meeting

**R. Kelsey/C. Brown/Carried
None Opposed
Abstentions – None**

- d. Approval of July 22, 2020 Audit Committee Meeting Minutes -
Motion to approve the minutes of the July 22, 2020 Audit Committee Meeting

**R. Kelsey/C. Brown/Carried
None Opposed
Abstentions – None**

Motion to move into Executive Session to discuss potential property acquisitions and contract negotiations at 12:03 p.m.

**R. Kelsey/C. Brown/Carried
None Opposed
Abstentions - None**

4. **New Business**

- a. **Discussion of Change of Location and Property Purchases for Residential Redevelopment** – Discussion tabled for Executive Session due to discussion regarding property acquisitions.

- b. **Discussion of Resolution Amending TCPDC Certificate of Incorporation to Accommodate a Proposed TCPDC's Partnership and Subsequent Obligations with Home Leasing for the Owego Gardens II Project** – Discussion tabled for Executive Session due to discussion regarding potential contract negotiations.

S. Yetter motioned to adjourn Executive Session at 12:37 p.m.

Motion to authorize Ms. Saraceno to commence project negotiations for the identified project properties in the Village of Owego.

**C. Brown/R. Kelsey/Carried
None Opposed
Abstentions - None**

On roll call vote, Ms. Sauerbrey, Mr. Ayres, Mr. Baratta, Mr. Kelsey, Mr. Yetter, Ms. Brown, Ms. Pelotte, and Mr. Williams were in favor of Ms. Saraceno commencing project negotiations with final contract approval with the Board of Directors with Mr. Astorina being absent.

Motion to authorize Ms. Saraceno to commence negotiations for additional properties in close proximity to the project properties for future development in the Village of Owego.

**S. Yetter/C. Brown/Carried
None Opposed
Abstentions - None**

On roll call vote, Ms. Sauerbrey, Mr. Ayres, Mr. Baratta, Mr. Kelsey, Mr. Yetter, Ms. Brown, Ms. Pelotte, and Mr. Williams were in favor of Ms. Saraceno commencing project negotiations with final contract approval with the Board of Directors with Mr. Astorina being absent.

Motion to authorize Ms. Saraceno to sign an engagement letter for definition and explanation of accounting for Home Leasing's Owego Gardens II project for a cost not to exceed \$500.00 with the Bonadio Group.

**R. Kelsey/S. Yetter/Carried
None Opposed
Abstentions - None**

On roll call vote, Ms. Sauerbrey, Mr. Ayres, Mr. Baratta, Mr. Kelsey, Mr. Yetter, Ms. Brown, Ms. Pelotte, and Mr. Williams were in favor of Ms. Saraceno signing an engagement letter for definition and explanation of accounting for Home Leasing's Owego Gardens II project for a cost not to exceed \$500.00 with the Bonadio Group with Mr. Astorina being absent.

In regards to the Certificate of Incorporation proposed amendments, Ms. Saraceno reported the language change is specifically to Articles 3 and 4 to include "including, but not limited to, by provision and fostering of housing for persons and families of low and moderate income".

Ms. Saraceno inquired about the amendment cost to the Board. Attorney Meagher reported there is a filing fee estimated to be less than \$100.00. Attorney Meagher reported the amendment requires the approval of the Attorney General and then submission to the Secretary of State at time of filing.

Mr. Williams inquired as to whom is requesting the amendment. Mr. Kelsey reported Home Leasing, which is the organization representing Owego Gardens II. Mr. Kelsey further reported by doing this now, it provides clarification in the event TCPDC wishes to pursue this relationship noting any costs associated would be submitted to the organization for reimbursement. Of note, the Certificate of Incorporation amendment does not signify partnership or subsequent obligations with this organization.

Motion to authorize resolution to approve amendments to the Tioga County Property Development Corporation (TCPDC) Certificate of Incorporation as set forth in Exhibit "A".

**C. Brown/G. Williams/Carried
None Opposed
Abstentions - None**

On roll call vote, Ms. Sauerbrey, Mr. Ayres, Mr. Baratta, Mr. Kelsey, Mr. Yetter, Ms. Brown, Ms. Pelotte, and Mr. Williams were in favor of authorizing the resolution approving amendments to the Tioga County Property Development Corporation (TCPDC) Certificate of Incorporation as set forth in Exhibit A.

c. Discussion Regarding Board Commitments Following End of 2020 -

Ms. Saraceno reported the following three board member terms will expire as of December 31, 2020:

- Stuart Yetter
- Lesley Pelotte
- David Astorina

Mr. Yetter and Ms. Pelotte expressed interest in re-appointment for another term.

Ms. Saraceno reported Mr. Astorina is unsure as to whether he will seek re-appointment; therefore, the Board may have a vacancy to fill at year-end.

ACTION: Ms. Saraceno will draft resolutions for re-appointment for Mr. Yetter and Ms. Pelotte and possibly Mr. Astorina or a new board member candidate for Tioga County Legislature consideration.

6. **Next Regular Meeting** – Wednesday, October 28, 2020.

7. **Adjournment** – Chair Sauerbrey motioned to adjourn at 12:51 p.m.

Respectfully submitted,

Cathy Haskell