

Economic Development Committee Minutes  
September 9, 2020 – 3:00 p.m.

Present: Chairman Jack Lawler; Committee Members Ed Kinowski, Dan Pemrick, Jean Raymond, Tom Richardson, Jon Schopf, Kevin Tollisen; Supervisors Phil Barrett, Alan Grattidge, Todd Kusnierz, Mo Wright, Benny Zlotnick; and Chairman of the Board Preston Allen; Chad Cooke, Matt Rose, County Administrator; Steve Dorsey, County Attorney; Jason Kemper, Planning; Craig Hayner, County Clerk; Rod Sutton, Saratoga County IDA; Shelby Schneider, Saratoga County Prosperity Partnership.

Chairman Lawler called the meeting to order and welcomed all in attendance.

**On a motion made by Mr. Richardson, seconded by Mr. Tollisen, the minutes of the August 12, 2020 meeting were approved unanimously.**

Mr. Sutton distributed a handout and gave a presentation to the committee. The handout is attached to these minutes. Mr. Sutton said that this spring, legislation was passed by the State Senate and State Assembly regarding IDA's offering grants and loans to those businesses that would be affected by COVID-19. The bills were passed in both chambers and the order signed by the Governor in June. This opened up the avenue for IDA's to provide grants and loans. The loans are up to a maximum of \$25K for businesses of 50 employees or less. The grant provided up to \$10K for small businesses and not for profits of 50 employees or less. The purpose of the grant is for the acquisition of PPE, the applicant would need to provide proof of purchase of PPE, it is submitted to the IDA and the cost is reimbursed to the applicant. The business must be financially viable and have their principal office in Saratoga County. The forms can be downloaded from the Saratoga County IDA website. The Saratoga County IDA Board has decided to allocate \$250K initially for this grant program. To date they have received 7 applications. A subcommittee of the IDA will be set up to review and vet the program and to disburse the funds as quickly as possible. This will be an ongoing project until the Governor declares the pandemic as being over. The handout distributed includes a cover page, the application, and the Bill that was passed by the Assembly. Mr. Sutton encouraged the Supervisors to make any businesses in their Towns they feel may need the grant funds aware of the project. Mr. Lawler thanked Mr. Sutton and commended the IDA for starting this program as so many small businesses are struggling and continue to struggle. Mr. Lawler requested from Chairman Allen that the IDA make this presentation before the full Board of Supervisors at the next meeting in order for all Supervisors to be made aware of the program. Mrs. Raymond questioned what items would be covered under this program other than masks and hand sanitizer. Mr. Sutton said that items such as faceshields and plastic screen installations are examples of other items covered under the grant. Mr. Schopf said that the Clifton Park IDA also rolled out a grant program and allocated approximately \$150K to different phases. Under the definition, they considered any improvements to the property if it was related to COVID. For example, dentist offices had to purchase special filtration, UV lights; items such as air filtration systems, plastic screens, plexiglass. Any physical fix or improvement to the property due to COVID-19 to prevent contamination, as well as disposable items of PPE such as masks and hand sanitizer. Mr. Sutton thanked the Board of Supervisors for their support. He said the IDA is open for businesses, they are still looking for good businesses to come to

Saratoga County, are open for PILOT programs for businesses that will create jobs, and encouraged Supervisors to let them know if there are prospects in their Townships that they can provide assistance to.

**A motion was made by Mr. Tollisen, seconded by Mr. Pemrick, committee approval for the 2020 County Economic Development Grant applications as presented. Unanimous.**

Ms. Schneider distributed a handout regarding the most recent Economic Development Fund Applications received. The spreadsheet is attached to these minutes. This is the final round of applications and equates to \$42,600. It encompasses the Towns of Charlton, Corinth, Day, Edinburg, Northumberland and Waterford. Ms. Schneider said that the Towns of Corinth, Day, Edinburg and Providence are working together toward an economic development plan in the northern towns. SCPP and Behan Communications is working with them on a study which will eventually lead to a talent and investment attraction campaign. The towns are pooling their grant funds toward this plan. The Towns of Charlton and Northumberland are using the funds in an effort to expand rural broadband for home based businesses, small businesses as well as residents, schoolchildren etc. Ms. Schneider said people are unable to work or do their schoolwork remotely without reliable broadband. The Town of Waterford will be using the funds to subsidize additional promotion and advertising of community events. Mr. Lawler thanked Ms. Schneider and the SCPP staff for taking on the administration of this grant. Mr. Lawler pointed out that the Partnership did not charge any fees for this project.

**A motion was made by Mrs. Raymond, seconded by Mr. Pemrick, the meeting was adjourned unanimously.**

Respectfully submitted,

Therese Connolly  
Deputy Clerk of the Board



50 West High Street, Ballston Spa, New York 12020

The Saratoga County Industrial Development Agency (the “IDA”) was created in 1971. For almost half a century, the IDA has provided assistance in connection with the development of economically sound commercial entities within Saratoga County. The IDA’ goal is to advance the job opportunities, general prosperity, and the economic well-being of the citizens of Saratoga County.

Through legislation recently approved by the State of New York, the IDA is now able to assist for profit and not-for-profit entities in Saratoga County which have been negatively impacted by COVID-19 by providing grants of up to \$10,000.00 for the purchase of personal (and other) protective equipment. In order to qualify, applicants must:

- a) Have been financially viable entity prior to March 20, 2020
- b) Have their principal office in Saratoga County
- c) Be able to demonstrate that they were negatively impacted by the outbreak of the novel coronavirus COVID-19.

The Board will consider all invoices for PPE spent from March 7, 2020 to date.

Documentation will have to be supplied to the IDA to confirm to its satisfaction that any funds issued as a grant to a small business or not-for-profit have been used solely for the above purpose.

Please note that a “small business” is defined as business with its principal offices in Saratoga County, New York with fewer than fifty (50) full-time equivalent employees. A “small not-for-profit corporation” is a not-for-profit corporation formed pursuant to the New York Not-for-Profit Corporation Law, with its principal office in Saratoga County which has fewer than fifty (50) full-time equivalent employees.

The funds that are being expended by the IDA for this program are derived from the fees that the IDA has collected over the years in assisting local businesses to build, expand and employ people within the state and primarily in Saratoga County.

The Application for the grant may be completed by logging onto the IDA website - <https://www.saratogacountyida.org/>. Only a fully completed Application will be reviewed by the IDA, which anticipates that the demand for the grants will exceed the funds that have been allocated for this program.

Please also note that the IDA is a public authority. As such, all information submitted will be examined in a public forum and may become public information.

All applications should be sent to **Saratoga County Industrial Development Agency to the attention of Scott Duffy, CEO** at the following address: **50 West High Street, Ballston Spa, NY 12020.**

Very truly yours,

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Rodney J. Sutton, Chair  
County of Saratoga Industrial Development Agency

Saratoga County Industrial Development Agency

50 West High Street

Ballston Spa, NY 12020

PPE Grant Application

Required Applicant Information

Legal Name of Applicant:	
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Business Address:	
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Mailing Address (if different):	
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List any DBA (Assumed) names:	
Type of Entity: (LLC, Corporation or Partnership)	

NYS Employer ID No:	
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Federal Tax ID No:	
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Contact Name:	
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Contact Phone:	
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Contact Email:	
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Type of Business (Description of what the entity does or provides):	
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Non-Profit (Charitable or otherwise):	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Privately Held:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you conduct business within Saratoga County?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Saratoga County Industrial Development Agency**

**50 West High Street**

**Ballston Spa, NY 12020**

*PPE Grant Application*

<b>Applicant's organization Date:</b>	
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<b>Please provide copies of organizational documents (certificate of incorporation with by-laws, articles of organization and operating agreement, partnership agreement, etc.) and for chartable entities, a copy of the applicant's IRS 1023 determination letter.</b>	
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List of Owners, Members or Shareholders with % ownership of each	Address	%

<b># of employees prior to 3/7/2020:</b>	Is the business presently open? <input type="radio"/> Yes <input type="radio"/> No
<b>Current # of employees:</b>	
<b>Average annual gross salary: (Range from Instructions)</b>	<input type="radio"/> \$0 to \$50,000 <input type="radio"/> \$50,000 to \$200,000 <input type="radio"/> Over \$200,000

<b>Applicant's gross annual revenues for 2019 (applicable to for profit businesses only)</b>	Was the business financially viable prior to 3/7/20? *      YES      NO **
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1: A financial statement showing the results of 2019 and the most recently completed reporting period with any and all schedules and disclosures prepared as part of the financial statements.

2: Your most recently prepared internal financial statements that you can provide us with.

In the event the IDA cannot make a determination as to your entity's financial viability in 2019, we reserve the right to request additional information in order to make an informed decision.

<b>Approximately what percentage of the applicant's products or services are sold or rendered, as the case may be, within New York?</b>	
<b>Approximately what percentage of the applicant's products or services are sold or rendered, as the case may be, within Saratoga County?</b>	

**Saratoga County Industrial Development Agency**

**50 West High Street  
Ballston Spa, NY 12020**

*PPE Grant Application*

Provide a summary of how the COVID-19 pandemic has negatively affected business:

Summarize COVID-19 PPE or Protective Fit-up Expenses From 3/7/2020 to Present (Provide proof of purchases):

Anticipated Future COVID-19 PPE or Protective Fit-up Expenses (Provide estimates / proposals):

**Saratoga County Industrial Development Agency**

**50 West High Street**

**Ballston Spa, NY 12020**

*PPE Grant Application*

Grant amount requested:	
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Authorized signature:		Date:	
Print name:			
Contact Phone Number:			

***Saratoga County IDA use only:***

Application Number:

Meeting date Reviewed:

Approved or Not Approved:

Resolution #:

By signing above, I affirm that all statements made by me on this form, including the information submitted on the attached papers, are true, complete and correct to the best of my knowledge. I understand all statements made by me in connection with this application are subject to investigation and verification and that falsification or omission of information is cause for denial of grant funding. I understand that knowingly making a false statement on this application or any attachment or supporting document may carry penalties pursuant to Section 210.45 of the NYS Penal Law. In order to fulfill its legal requirements, the IDA may request further or additional documentation from the applicant in considering this application. The IDA may require and the applicant consents to a site visit by a representative of the IDA during normal business hours, if deemed necessary by the IDA.

# STATE OF NEW YORK

10294--A

## IN ASSEMBLY

April 15, 2020

Introduced by M. of A. STIRPE, OTIS -- read once and referred to the Committee on Corporations, Authorities and Commissions -- committee discharged, bill amended, ordered reprinted as amended and recommitted to said committee

AN ACT to amend the general municipal law, in relation to establishing a state disaster emergency loan program; and providing for the repeal of such provisions upon the expiration thereof

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

- 1 Section 1. Subdivisions 16 and 17 of section 858 of the general municipal law, as added by chapter 1030 of the laws of 1969 and as renumbered  
2 by chapter 356 of the laws of 1993, are amended to read as follows:  
3  
4 (16) To establish and re-establish its fiscal year; [and]  
5  
6 (17) To provide loans to small businesses or not-for-profit corporations as authorized in section eight hundred fifty-nine-c of this title; and  
7  
8 (18) To provide grants to small businesses and not-for-profit corporations, as defined in section eight hundred fifty-nine-c of this title, for the purpose of acquiring personal protective equipment or installing fixtures necessary to prevent the spread of novel coronavirus, COVID-19, during the period in which executive order two hundred two of two thousand twenty, as amended, is in effect. In order to be eligible for a grant pursuant to this subdivision, a small business or not-for-profit corporation must meet the requirements of paragraph a of subdivision three of section eight hundred fifty-nine-c of this title. No industrial development agency may provide a small business or not-for-profit corporation with more than ten thousand dollars pursuant to this subdivision; and  
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20 (19) To do all things necessary or convenient to carry out its purposes and exercise the powers expressly given in this title.  
21  
22 § 2. The general municipal law is amended by adding a new section  
23 859-c to read as follows:  
24 § 859-c. State disaster emergency loan program. 1. For purposes of  
25 this section:

EXPLANATION--Matter in *italics* (underscored) is new; matter in brackets [ ] is old law to be omitted.

LBD16066-10-0



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- 1 a. "grace period" means the sixty-day period after a state disaster  
2 emergency ends;
- 3 b. "eligible entity" means both a small business and a small not-for-  
4 profit corporation that:
- 5 (i) is physically located in the state; and  
6 (ii) was operational prior to the state disaster emergency.
- 7 c. "small business" means a business with not more than fifty employ-  
8 ees;
- 9 d. "small not-for-profit corporation" means a not-for-profit corpo-  
10 ration, formed pursuant to the not-for-profit corporation law with not  
11 more than fifty employees; and
- 12 e. "state disaster emergency" means the period in which executive  
13 order two hundred two of two thousand twenty, as amended, is in effect  
14 to address the outbreak of novel coronavirus, COVID-19.
- 15 2. Any industrial development agency (IDA) may administer a state  
16 disaster emergency loan program to provide loans from available revenue  
17 to eligible entities pursuant to this section, provided that no IDA may  
18 create more than one state disaster emergency loan program.
- 19 3. a. An IDA may make a loan to an eligible entity upon application  
20 from such entity through the state disaster emergency loan program,  
21 provided the IDA has determined that the applicant:
- 22 (i) was a financially viable entity prior to the state disaster emer-  
23 gency;
- 24 (ii) conducts business in the area served by the IDA; and  
25 (iii) has been negatively affected by the state disaster emergency.
- 26 b. An IDA shall consider the following, before approving the applica-  
27 tion of an eligible entity for a loan under the state disaster emergency  
28 loan program:
- 29 (i) creditworthiness of the applicant prior to the state disaster  
30 emergency;
- 31 (ii) the level of negative impact of the state disaster emergency on  
32 the operations and finances of the applicant;
- 33 (iii) applicant's proposed plan to use the funds received through this  
34 program;
- 35 (iv) applicant's ties to their community and the impact of their work  
36 in the area served by the IDA;
- 37 (v) applicant's assurance that efforts will be made to retain jobs  
38 during the state disaster emergency; and
- 39 (vi) other potential sources of funding available to the applicant.
- 40 c. An IDA shall give priority under the state disaster emergency loan  
41 program to applications from applicants serving highly distressed areas  
42 as defined pursuant to subdivision eighteen of section eight hundred  
43 fifty-four of this title.
- 44 d. No applicant shall be permitted to receive loans from more than one  
45 IDA.
- 46 e. Any IDAs that serve within the same municipalities shall coordinate  
47 the distribution of loans in the state disaster emergency loan program.
- 48 4. Prior to administering a state disaster emergency loan program, an  
49 IDA shall develop, and adopt by resolution, the terms and conditions of  
50 such loans, provided that:
- 51 a. The amount of any loan provided pursuant to this section shall not  
52 exceed twenty-five thousand dollars, provided that the total amount of  
53 all loans received by an eligible entity shall not exceed twenty-five  
54 thousand dollars;
- 55 b. The loan agreement shall not (i) require repayment during the grace  
56 period, or (ii) charge interest on the principal amount;

- 1 c. The loan agreement shall require that the eligible entity repay the  
2 loan in full not later than one year after the end of the grace period;  
3 and  
4 d. The loan agreement shall not contain a fee or penalty for the  
5 prepayment or early payment of the loan.  
6 5. The IDA shall offer credit counseling services or refer eligible  
7 entities to not-for-profit credit counselors.  
8 6. a. Each IDA shall maintain records related to the state disaster  
9 emergency loan program, including a record of loans issued and of  
10 payments received, and include such information in the annual report  
11 required by section twenty-eight hundred of the public authorities law.  
12 b. An IDA that establishes a state disaster emergency loan program  
13 pursuant to this section shall submit a report on the program including  
14 but not limited to the number and aggregate amount of loans given, loans  
15 fully repaid, any outstanding loans, defaults and bad debts, to the  
16 governor, the speaker of the assembly, and the temporary president of  
17 the senate one year after the state disaster emergency ends.  
18 7. Any interest deferred or not charged related to a loan issued  
19 pursuant to this section shall be exempt from all state taxes that may  
20 be applicable to such interest amounts as they relate to an eligible  
21 entity. IDAs shall disclose to eligible entity borrowers in loan docu-  
22 ments that there may be federal tax consequences to the program loans.  
23 8. No new loan applications pursuant to this section shall be accepted  
24 after the state disaster emergency ends.  
25 § 3. This act shall take effect immediately and shall expire and be  
26 deemed repealed December 31, 2021.



GRANT INFORMATION						
Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted
Charlton	Plan to Extend Broadband	Funds will be used to plan out how to extend broadband service in community. This Project will help home-based businesses who rely on broadband in order to function. Broadband access to community members is important, especially in the age of COVID-19. Both adults and children need broadband to complete school tasks, work remotely, access telehealth networks, and other basic necessities. Access to broadband is one of New York State's Regional Economic Development Council's economic development priorities. The Project's results will be measured by having a plan showing how broadband can be expanded in Town and by an increase in home-based businesses.	TBD	TBD	\$7,100	9/8/20
Corinth	4 Town Economic Development Plan for Saratoga County Inside Blue Line	Funds will be used to develop strategies for marketing and branding Saratoga County that is located inside Adirondack Park. The Project will promote and market area and will be measured by the number of new people and businesses in the region.	Sep-20	2021	\$7,100	9/4/20
Day	4 Town Economic Development Plan for Saratoga County Inside Blue Line	Funds will be used to develop a plan for Saratoga County in the the Adirondacks. The Project will develop strategies for marketing and branding Saratoga County inside the Adirondack Park. The Project's results will be measured by the number of new faces in the region.	Sep-20	2021	\$7,100	9/2/20
Edinburgh	4 Town Economic Development Plan (Northern Towns and much of it within Adirondack Park)	Funds will be used to gather data to develop plan for region. The Project will help identify economic objectives and strategies to achieve those objectives. It will also identify obstacles that APA rule and regulations hamper economic opportunities.	2020	2022	\$7,100	9/1/20
Northumberland	Plan to Extend Broadband	Funds will be used to plan out how to extend broadband service in community. This Project will help home-based businesses who rely on broadband in order to function. Broadband access to community members is important, especially in the age of COVID-19. Both adults and children need broadband to complete school tasks, work remotely, access telehealth networks, and other basic necessities. Access to broadband is one of New York State's Regional Economic Development Council's economic development priorities. The Project's results will be measured by having a plan showing how broadband can be expanded in Town and by an increase in home-based businesses.	TBD	TBD	\$7,100	9/8/20
Waterford	Event Promotion	Funds will be used to subsidize additional promotion and advertising of community events. Waterford features 3 major events at the Harbor Visitors Center each year. These events draw thousands of people to the community, resulting in a significant financial impact for local businesses. Due to COVID-19, Waterford was forced to cancel all events in 2020. The Town is planning to significantly increase their advertising and promotional budgets to help the community successfully relaunch these events in 2021.	5/1/21	10/1/21	\$7,100.00	9/4/20

Total in Fund	\$150,000
Total Amount Requested 6/10	\$63,900
Total Amount Requested August	\$42,600
Total Amount Reruested for Sept.	\$42,600
<b>TOTAL LEFT</b>	<b>\$900</b>