# MINUTES OF THE MEETING OF THE VILLAGE OF PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY

**HELD: February 12, 2020** 

TIME AND PLACE: 6:30 P.M., Justice Court, Police Headquarters Building, 350 North Main Street, Port Chester, NY 10573

A meeting of the Village of Port Chester Industrial Development Agency was convened on Wednesday, February 12, 2020 at 6:30 p.m. at Justice Courtroom, Police Headquarters Building, 350 North Main Street, Port Chester, NY 10573

# **ROLL CALL**

The PCIDA meeting was called to order at 6:30 p.m. by Chairman Frank Ferrara. On the motion of Board member Richard Cuddy, which was seconded by Board member John Hiensch, the meeting was called to order with the following additional Board members being present: Daniel Brakewood, Richard O'Connell and James Taylor.

Also in attendance was Administrative Director Christopher Steers, Board Counsel Justin Miller, Treasurer Anthony Siligato, and Acting Board Secretary Constance Phillips.

Michael Brescio was absent

## **ROLL CALL**

MEMBER	MOTION	SECOND	YES	<u>NO</u>	ABSTAIN
<b>BRAKEWOOD</b>			<u>x</u>		
BRESCIO			Absent		
CUDDY	<u>x</u>		<u>x</u>		
<b>FERRARA</b>			<u>x</u>		
HIENSCH		<u>x</u>	<u>x</u>		
O'CONNELL			<u>x</u>		
TAYLOR			<u>x</u>		

Chairman Ferrara wished everyone a belated Happy New Year reminding the Public that the January meeting was cancelled due to the lack of an agenda. He deferred his Chairman's Remarks until later in the meeting out of respect for a prospective applicant who has been invited to present to the Board.

## ST. KATHERINE'S GROUP – 30 BROAD STREET

Chairman Ferrara introduced St. Katherine's Group, which has assembled properties at 30 Broad Street and will present to the Board tonight on the project. An application has been provided in the Board packets and can be discussed later in the meeting. Chairman Ferrara invited Pierre Sarrazin, Architect for the project, and Eon Nichols of Cuddy & Feder representing the applicant for this matter, to provide the Board with an overview of the project. Mr. Nichols further introduced Nick Williams, who is the principle of 30 Broad Street LLC, and Ryan Yeager from St. Katherine's.

The property is located at 30 Broad Street and the applicant believes that this project envisions Port Chester's spirit of "Live, Work and Play!" This is a mixed-use project with 22 residential units (live), six of which will be managed as if affordable – using the 80% of the Area Median Income benchmark. This is not required by zoning but is being provided by the developer as a Community Benefit. The building will contain brand new state of the art office space (work). A brew pub (play) will be the anchor tenant of the project. It is intended to be an attraction to downtown, drawing patrons from all over Westchester and Fairfield County. The principle of the brewery is also a local business owner in Port Chester. This project can be seen from the train station and can serve as a gateway to Port Chester. This building will also reflect historical architecture. It is believed that this building will also serve as a connector to the Capitol Theater which is nearby.

The residential units will be studios and one-bedroom apartments. It is believed that this mix will add very little or zero school children. Because of the proximity to the train station it is believed that fewer cars will be needed. There are projected to be 200 temporary construction jobs and forty-two permanent jobs. The permanent jobs are a combination of brewery jobs and office jobs. The developer is so committed to the project that he is going to invest five million dollars in equity into the project which is almost one third of the project cost, unusual for a project of this magnitude.

Mr. Sarrazin further provided a conceptual rendering of the proposed building. Nine stories, with large windows on the residential and office components. From the sixth floor to the ninth floor are residential units and from third to fifth are office units. The brew pub is on the ground floor with 20 foot ceilings and some overhead doors and some brick as part of the finishes. The second floor is outdoor patio space. The building is 125 feet in height and is about 40,000 square feet. Mr. Sarrazin walked the Board members through the layout of the brewery. The Brewery is approximately 6,000 square feet with 100 seats. The second floor is an open space and will be more of a lounge area. The sidewalk widths will remain the same and the proposed building will be built right to the property line and will have 5 ft. of space from the tree wells and be ADA compliant. At a later date the applicant will file for permits to allow for outdoor seating. The second floor will also be used for special events and occasionally rented out. There is also an office space that may be used as an administrative space for the building. The office space on the upper floors can be divided to suit the potential tenants. The residential floors consist mostly of studios and one bedroom apartments. There is one two bedroom apartment on the ninth floor.

The applicant said there is going to be a water retention system on site which is in response to a concern of the Village Engineer. A part of this system will be a green roof to help with water dissemination. According to project plans this could add \$100,000 to the cost of construction but is in keeping with the Village's Green Infrastructure Guide and is a Community Benefit feature of the project.

Mr. Nick Williams spoke about the extensive efforts they are making to assist the businesses and residents that will be displaced. The Board was impressed with these voluntary efforts. Administrative Director Christopher Steers pointed out that the Board of Trustees are working with Professor John Nolan of Pace University to try and design a process for dealing with displacement and impacted residents either retaining or finding new jobs. There is no accepted model for these things and the Village will make best efforts to forge a path.

After the formal presentation a brief question and answer session ensued with the applicant. Chairman Ferrara informed the Board that they have the planning Commission memo and the AKRF Traffic memo regarding this project in their Board packets to help put it all into perspective. The Board then discussed the matter among themselves and decided to accept the application.

On the motion of Board member Richard Cuddy, which was seconded by Board member Richard O'Connell, the Board accepted the application and approved the Project Authorizing Resolution.

#### **ROLL CALL**

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN
<b>BRAKEWOOD</b>			<u>x</u>		
BRESCIO			Absent		
CUDDY	<u>x</u>		<u>x</u>		
FERRARA	/		<u>x</u>		
HIENSCH			<u>x</u>		
O'CONNELL		<u>x</u>	<u>x</u>		
TAYLOR	/		<u>x</u>		

After the application was accepted Chairman Ferrara said he would contact the assessor's office and obtain an estimated appraisal of the proposal so the Board can begin its evaluation and deliberation.

#### INITIAL PROJECT RESOLUTION

(30 Broad Development, LLC Project)

A regular meeting of the Village of Port Chester Industrial Development Agency was convened on Wednesday February 12, 2020, at 6:30 p.m. at 350 North Main Street, Port Chester, New York, 10573.

The meeting was called to order by Chairman Frank Ferrara, with the following members being:

PRESENT: Richard Cuddy, John Hiensch, Daniel Brakewood, James Taylor, Richard

O'Connell,

ABSENT: Michael Brescio

THE FOLLOWING PERSONS WERE ALSO PRESENT: Board Counsel Justin Miller, Administrative Director Christopher Steers, Board Financial Officer Anthony Siligato, Acting Board Secretary Constance Phillips

On motion duly made and seconded, the following resolution was placed before the members of the Village of Port Chester Industrial Development Agency:

Resolution No. 2020 -

RESOLUTION OF THE VILLAGE OF PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") (i) ACCEPTING THE APPLICATION OF 30 BROAD DEVELOPMENT, LLC (THE "COMPANY") IN CONNECTION WITH A PROPOSED PROJECT (AS FURTHER DESCRIBED HEREIN); (ii) AUTHORIZING THE SCHEDULING AND CONDUCT OF A PUBLIC HEARING; AND (iii) DESCRIBING THE FORMS OF FINANCIAL ASSISTANCE BEING CONTEMPLATED BY THE AGENCY WITH RESPECT TO THE PROJECT

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 632 of the Laws of 1972 of the State of New York, as amended (hereinafter collectively called the "Act"), the VILLAGE OF PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY (hereinafter called "Agency") was created with the authority and power to own, lease and sell property for the purpose of, among other things, acquiring, constructing and equipping industrial, manufacturing and commercial facilities as authorized by the Act; and

WHEREAS, **30 BROAD DEVELOPMENT, LLC**, for itself and/or on behalf of an entity or entities to be formed (collectively, the "Company"), has submitted an application to the Agency requesting the Agency's assistance with a certain project (the "Project") consisting of (i) the acquisition by the Agency of a leasehold interest in certain real property located at 30 Broad Street and 136-138 Irving Avenue, Port Chester, New York (the "Land", being more particularly

described as tax parcel numbers 142.22-2-2 and 142.22-2-3, as may be merged) along with the existing improvements thereon consisting of commercial and residential mixed-use structures, along with related infrastructure improvements (the "Existing Improvements"); (ii) the demolition of the Existing Improvements and the planning, design, construction, operation and leasing by the Company of a 9-story, multi-tenanted, mixed use redevelopment project that will include (a) five (5) floors of commercial spaces including a proposed 2-story commercial brewery and restaurant facility and three (3) floors of commercial office space, and (b) four (4) floors of residential apartments containing 22 units, along with related building systems, site work, utility improvements, signage, curbage, sidewalks, and landscaping improvements (collectively, the "Improvements"); (iii) the acquisition of and installation in and around the Improvements by the Company of machinery, equipment, fixtures and other items of tangible personal property (the "Equipment" and, collectively with, the Land and the Improvements, the "Facility"); and (iv) entering into a straight lease transaction (within the meaning of subdivision (15) of Section 854 of the Act), pursuant to which the Agency will retain a leasehold interest in the Facility for a period of time and sublease such interest in the Facility back to the Company (the "Straight Lease Transaction"); and

WHEREAS, the Agency is contemplating providing financial assistance to the Company with respect to the Project (collectively, the "Financial Assistance") in the form of: (A) an exemption from all State and local sales and use taxes with respect to qualifying personal property included in or incorporated into the Facility or used in the acquisition, construction or equipping of the Facility; (B) mortgage recording tax exemption(s) relating to financings undertaken by the Company in furtherance of the Project, and (C) a partial real property tax abatement through a payment-in-lieu-of-tax agreement (collectively, the "PILOT Agreement"), pursuant to which the Company would make payments in lieu of real property taxes to each affected tax jurisdiction (the "Affected Tax Jurisdictions"); and

WHEREAS, the Agency intends to describe the Project, accept the Application, describe the forms of Financial Assistance contemplated by the Agency and authorize the scheduling and conduct of public hearing(s) pursuant to and in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE VILLAGE OF PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

- <u>Section 1</u>. Based upon the representations made by the Company to the Agency in the Application, the Agency hereby finds and determines that:
- (A) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and
- (B) It is desirable and in the public interest for the Agency to (i) acquire title to or other interest in the Land, the Existing Improvements, Improvements and the Equipment constituting the Facility, (ii) lease or sell the Agency's interest in the Land, Improvements and Equipment constituting the Facility to the Company pursuant to a lease agreement or sale agreement to be negotiated, and (iii) enter into a Straight Lease Transaction; and

- (C) Subject to the terms and conditions set forth within Section 4, hereof, the Agency has the authority to take the actions contemplated herein under the Act; and
- (D) The action to be taken by the Agency will induce the Company to undertake the Project, thereby increasing employment opportunities in the Village, and otherwise furthering the purposes of the Agency as set forth in the Act; and
- (E) The Project will not result in the removal of a facility or plant of the Company or any other proposed occupant of the Project from one area of the State of New York (the "State") to another area of the State or result in the abandonment of one or more plants or facilities of the Company or any other proposed occupant of the Project located within the State; and the Agency hereby finds that, based on the Company's Application, to the extent occupants are relocating from one plant or facility to another, the Project is reasonably necessary to discourage the Project occupants from removing such other facility or plant to a location outside the State and/or is reasonably necessary to preserve the competitive position of the Project occupants in their respective industries.
- Section 2. The proposed financial assistance being contemplated by the Agency includes (i) an exemption from all state and local sales and use taxes with respect to the qualifying personal property included within the Project or used in the acquisition, construction or equipping of the Project; (ii) mortgage recording tax exemption(s) relating to financings undertaken by the Company in furtherance of the Project, and (iii) a partial real property tax abatement through one or more payment-in-lieu-of-tax agreements (the "PILOT Agreement"), pursuant to which the Company would make payments in lieu of real property taxes to the Affected Tax Jurisdictions.
- <u>Section 3</u>. The Agency further authorizes the scheduling and conduct of a public hearing as required by Section 859-a of the Act (the "Public Hearing"). The Agency's scheduling and conduct of the Public Hearings shall be contingent upon the Company securing all necessary zoning, site plan and subdivision approvals necessary for the Project.
- <u>Section 4</u>. The Agency's formal inducement to undertake the Project and approve the Financial Assistance shall be by one or more further resolutions of the Agency and shall be subject to the terms and conditions as are set forth therein.
- <u>Section 5</u>. The Chairman, Vice Chairman and the Administrative Director of the Agency are hereby authorized and directed to negotiate, but not execute, certain lease agreements, the PILOT Agreement, and related documents to undertake the Straight Lease Transaction.
- <u>Section 6</u>. Harris Beach PLLC, as Transaction Counsel for the Agency, is hereby authorized to work with counsel to the Company and others to prepare for submission to the Agency all documents necessary to conduct the Public Hearings and effect the authorization and undertaking of the Project.
- <u>Section 7</u>. The Chairman, Vice Chairman and Administrative Director of the Agency are hereby authorized and directed to distribute copies of this Resolution to the Company and to

do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

<u>Section 8</u>. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	YEA	YEA NEA		4	AB	STAIN	ABSENT	
Hon. Frank Ferrara	[ x	]	[	]	[	]	[	]
Richard O'Connell	[ x	]	[	]	[	]	[	]
Hon. Daniel Brakewood	[ x	]	[	]	[	]	[	]
James Taylor	[ x	]	[	]	[	]	[	]
John Hiensch	[ x	]	[	]	[	]	[	]
Richard Cuddy	[ x	]	[	]	[	]	[	]
Michael Brescio	[	]	[	]	[	ĺ	[ x	]

The Resolution was thereupon duly adopted.

STATE OF NEW YORK	)	
COUNTY OF WESTCHESTER	)	SS

I, the undersigned (Acting) Secretary of the Village of Port Chester Industrial Development Agency, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of the Village of Port Chester Industrial Development Agency (the "Agency"), including the resolution contained therein, held on February 12, 2020, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolution set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY, that all members of said Agency had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY, that there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY, that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Agency this 14<sup>th</sup> day of February, 2020.

Constance R. Phillips
(Acting) Secretary

## **CHAIRMAN'S REMARKS**

Chairman Ferrara noted this as the inaugural live stream meeting. As previously extensively discussed, last year the NYS Legislature and Governor Cuomo passed a law saying IDA meetings need to be live streamed beginning this year. This is our first meeting of the year and we expect later in the year to have the opportunity to move back to the conference room should we so desire.

Mr. Ferrara thanked everyone for their participation in providing comments for the Zoning DGEIS response which were very constructive and will be a part of the final record. It is important because the FEIS will encourage the IDA's ongoing evaluation of Community Benefits Agreements and Project Labor Agreements as part of our projects and the comments construct a record that these are not novel concepts to us as we have been studying them on an ongoing basis since at least 2016.

## APPROVAL OF MINUTES

On the motion of Board member James Taylor, which was seconded by Board member John Hiensch the minutes of the December 11, 2019 meeting were approved.

#### **ROLL CALL**

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN
<b>BRAKEWOOD</b>			<u>x</u>		
BRESCIO			<u>Absent</u>		
CUDDY			<u>x</u>		
FERRARA			<u>x</u>		
HIENSCH		<u>x</u>	<u>x</u>		
O'CONNELL			<u>x</u>		
TAYLOR	<u>x</u>		<u>x</u>		

## **ADMINISTRATIVE DIRECTOR REPORT**

Administrative Director Christopher Steers noted they are still working on the live streaming project and have selected a vendor that is on state contract however the project turned out to be significantly more expensive than was first thought because of how the system would interface with our existing network. The total cost is \$33,951 which was within the Village's budget. The Village does have an existing license agreement with the IDA relating to the use of Village facilities, networks, infrastructure, etc. Mr. Steers said he is not sure what the IDA Board would entertain as a contribution to the cost. Videographer Tom Lorenzo would charge \$200 per meeting. The Village Manager suggested a contribution of \$10,000. Treasurer Anthony Siligato suggested that the IDA increase the amount of their current lease agreement based on the additional cost for filming or contract directly with Mr. Lorenzo and have him paid directly from the IDA. He also suggested that a formula could be worked out and not just decided at this particular meeting. Videographer Tom Lorenzo said that upon examination of

other municipalities, the cost for PCIDA is significantly lower than others that range in the neighborhood of \$50,000.00.

It was decided that the License Agreement would be amended to include use of the Courtroom as an alternative, increase the amount of the license agreement from \$3,000 per year to \$6,000 per year plus \$200 per meeting for the Videographer. The Board agreed to direct staff to proceed with the process with the understanding that the overall agreement must be approved by the VoPC Board of Trustees.

Mr. Steers also talked about a meeting he and the Chairman had with Melisa Shetler of Pathways2Apprenticeship and ways they could work with the PCIDA. There was also a meeting with Union Leaders about Pre-Apprenticeship Programs. Essentially, to assist Port Chester residents there needs to be a sizeable project in Port Chester that encompasses Union labor that can provide a platform for apprentices to be employed. It is difficult but not impossible to secure the participation of a sufficient number of residents to justify a pre-apprenticeship program in the Village which could cost the IDA as much as \$100,000. There are many moving parts, much of which will hinge on the projects that come before us. We have agreed to continue our conversations.

Mr. Steers said that he, the Chairman, and the Mayor had had discussions with the MTA with regard to various MTA properties in the Village that could be better utilized by both parties. Chairman Ferrara said that there may be opportunity for the IDA to assist. The MTA is being restructured by the Governor to rationalize decision making. Heretofore any agreement on shared use of properties had too many people at the MTA with input, hindering the decision making process.

## **UTEP DRAFT DISCUSSION**

Chairman Ferrara introduced a UTEP he had structured using our incumbent model, the New Rochelle model, and changes discussed during previous discussions to arrive at something uniquely applicable to Port Chester.

He invited discussion on the Heat Map that had been republished using Mike Brescio's suggestion that we segregate properties according to the proposed Character Districts, the idea being not just to find undervalued properties, but undervalued properties in each particular zone, relative to one another. The Heat map would need to be reworked and finalized and have numbers attached to it which it currently does not have. Board member James Taylor said that the heat map will change over time and therefore should not be tied to the UTEP Policy. Chairman Ferrara suggested that there might be a deviation favoring vastly undervalued properties in a given CD, without being memorialized in a constantly changing Heat Map.

After discussion The Board agreed that Chairman Ferrara should continue to fine tune the UTEP with some additional ideas discussed with the idea that discussion could continue in March with an eye towards a possible Public Hearing in April, around the same time the BOT will be ready to take a final vote on the Form Based Zoning Code.

# TREASURER'S REPORT

Treasurer Anthony Siligato provided the Board with the financial report

# **INVOICES**

Constance Phillips \$400.00
Anthony Siligato \$750.00
Christopher Steers \$1,500.00
Harris Beach \$350.00

Cash Analysis & Ne								
As of January 21 2								
As of January 31, 2	U2U							
Cash on Hand @ 1/1/2020							\$203,800.97	
Deposits/Wire Transfers/ Int	erest Received :							
JP Morgan Chase	Interest Earned in January 2020				1.48			
TD Bank	Interest Earned in January 2020				121.89			
	Total Deposits/Transfers/Interest					\$	123.37	
011								
Checks Written / Disburseme		4	(1 500 00)					
Christopher Steers-A/P Anthony Siligato-A/P	Administrative Director - December 2019 Treasurer / CFO - December 2019	\$	(1,500.00) (750.00)					
Village of Port Chester	PCIDA License Agreement FY 2019/20	\$	(3,000.00)					
Constance Phillips-A/P	Secretary - January 2020	\$	(400.00)					
Harris Beach, PLLC	PCIDA Corporate Matters - December 2019	\$	(1,508.40)					
,	/		(=,===;					
							<b>.</b>	
	Checks Written / Disbursements during January 2	2020				\$	(7,158.40)	
Cash on Hand @ 1/31/2020								\$196,765.9 <mark>4</mark>
Reconciliation of Bank Accou	<u>unts</u>			_	20 405 00			
JPMorgan Chase at 1/1/2020 Deposits	/			\$	20,185.89			
Interest Earned				\$	1.48			
Checks Presented				\$	(6,408.40)			
Total JPMorgan Chase at 1/3	31/2020				(0, 100. 10)	_	13,778.97	
						Ė	-,	
TD Bank at 1/1/2020				\$	179,882.78			
Interest Earned				\$	121.89			
Total TD Bank at 1/31/2020						\$	180,004.67	
Total Bank Balance @ 1/31/2	2020							\$ 193,783.64
Outstanding Charle #4722						_	(750.00)	
Outstanding Check - #1729	Brown - Directors & Officers Liability Ins. 6/1/20-	11/5	/20 (CPF 4~+	_ 10	/21 /10\	\$	(750.00) 1,545.81	
•	eral Liability Insurance 6/1/20-11/5/20 (Chk dat			- 10	, 31/13)	\$	372.76	\$ 1,168.57
PCIDA Net Assets @ 1/31/20	20					-		\$ 194,952.21

On the motion of Board member James Taylor, which was seconded by Board member Richard Cuddy, the invoices and Treasurers financial snapshot were approved.

# **ROLL CALL**

MEMBER	MOTION	SECOND	YES	NO	<u>ABSTAIN</u>
<b>BRAKEWOOD</b>			<u>x</u>		
BRESCIO			<u>absent</u>		
CUDDY		<u>x</u>	<u>x</u>		
FERRARA			<u>x</u>		
HIENSCH			<u>x</u>		
O'CONNELL			<u>x</u>		/
TAYLOR	<u>x</u>		<u>x</u>		

# **ADJOURNMENT**

On the motion of Board member John Hiensch, which was seconded by Board member Richard Cuddy the meeting was adjourned to March 11, 2020.

# **ROLL CALL**

MEMBER	MOTION	SECOND	YES	<u>NO</u>	<u>ABSTAIN</u>
<b>BRAKEWOOD</b>			<u>x</u>		
BRESCIO			<u>x</u>		
<u>CUDDY</u>		<u>x</u>	<u>x</u>		
<u>FERRARA</u>			<u>x</u>		
<u>HIENSCH</u>	<u>x</u>		<u>x</u>		
O'CONNELL			<u>x</u>		
<u>TAYLOR</u>					

Respectfully submitted,

**Constance Phillips**