



ECONOMIC DEVELOPMENT CORPORATION

FINANCE COMMITTEE

Meeting Minutes

**Friday, September 25, 2020 – 8:00 a.m.
via Zoom Meeting**

Board Members Present	Staff/Others Present
Karen Parkhurst, Chair	Michael Wojcik, CFO
Rob Sollenne, Vice Chair	Sue Vary, Economic Development Specialist
Walt Matyjas	Brigitte Larson, Staff
	Michael Manikowski, Economic Developer
Board Members Excused	Guests

Call to Order: Chair Karen Parkhurst called the meeting to order at 8:02 a.m. A quorum was present.

GENERAL BUSINESS:

Approval of June 26, 2020 Minutes: Karen Parkhurst presented the June 26, 2020 minutes for approval.

Rob Sollenne made a motion to approve the minutes of the June 26, 2020 meeting as presented, seconded by Walt Matyjas. Motion carried.

Gizmo Products, Inc. loan request:

Suzanne Vary reminded the Board of Gizmo Products, a company looking to relocate from Seneca Castle to a vacant building in Phelps. The Company specializes in manufacturing and selling liquid level and timing controls. Peter Bloukhis, a chemical engineer, started the Company in 2008 in his basement. His wife, Lisa, joined in 2011 and in 2014 they moved to a 3,500 ft² building in Seneca Castle. The Company is requesting OCEDC assistance in the amount of \$86,500 over a ten year term. Bank of the Finger Lakes will also be assisting the Company. Sue also stated that currently Gizmo has seven FTEs and plans to add four more over the next three years.

Michael Wojcik presented the projections and stated that the Company does not have a lot of debt.

Walt Matyjas made a motion to recommend a loan to Gizmo Products as presented. Karen Parkhurst seconded the motion. Rob Sollenne abstained. Motion carried.

Pandemic response by the OCEDC:

Michael Wojcik explained that phone calls were made to each company regarding another interest only extension. Michael stated that more than half of the companies are doing well and are in a position where they would not need the assistance. Various companies were discussed and how the pandemic has affected them. The committee discussed that financial justification would need to be presented for an additional interest only term of six months. It was also discussed that Harry Sicherman is looking into other options for additional funding for the EDC. There will be a discussion at the next EDC meeting.

Walt Matyjas made a motion to recommend bringing the terms to the Board for approval. Rob Sollenne seconded the motion. Unanimously approved. Motion carried.

Timberline Hardwood Flooring request for additional funding:

Suzanne Vary explained that Timberline has moved into their new facility in Manchester but needed to spend an additional \$18,000 on sawdust storage and an additional \$2,500 in the move. Timberline would like to request an additional \$20,500 added to their current principal of \$90,000. A potential fee will be discussed with Jim Coniglio. The Committee discussed a condition of additional jobs or an additional quarter point to be considered by the Board.

Walt Matyjas made a motion to recommend the conditions to the Board with consideration as an additional ¼ point or one additional job. Rob Sollenne seconded the motion. Unanimously approved. Motion carried.

Vertex Optics – 6 month deferment of P&I:

Suzanne Vary explained Vertex Optics has found themselves in a dire situation due to the pandemic. The Company has about three weeks left of cash flow and will be receiving a deferment from their 504 loan makers. Canandaigua National Bank will also be stepping in with a loan of \$250,000-\$300,000 to assist the Company. They have requested for the OCEDC loan to be subordinate to the new CNB loan and interest only for six months on their current EDC loan.

Rob Sollenne made a motion to recommend a deferment of principal and interest for six months with an option for it to be capitalized to their existing loan, as well as if allowable, electronic vote for subordination to the CNB loan. Walt Matyjas seconded the motion. Unanimously approved. Motion carried.

Adjournment: *Rob Sollenne moved to adjourn at 8:46 a.m., seconded by Walt Matyjas. Unanimously approved. Motion carried.*

Respectfully submitted,

Brigitte Larson