



STAFF

JOHN J. PISECK, JR.
Chief Executive Officer

VICTORIA L. ADAMS
Operations Manager

NICOLE A. FARBER
Administrative Office
Assistant

SAMANTHA F. CANARELLI
Marketing & Communications
Specialist

BOARD OF DIRECTORS

VINCENT J. BONO
Chairman

CORY ALBRECHT
Vice Chairman

TIM DAY
Treasurer

ROBERT DAVENPORT
Secretary

ANN GAWORECKI
Director

FRANK MENDL
Director

DR. TERRI GRATES DAY
Director

COUNTY REPRESENTATIVE

GREGORY MALTA, SR.—District 1
Herkimer County Legislator

COUNSEL

ANTHONY G. HALLAK, Esq.
Felt Evans, LLP

Special:
CHARLES MALCOLM, Esq.
SHANNON WAGNER, Esq.
Hodgson Russ, LLP

MINUTES

December 18, 2025

Herkimer County Industrial Development Agency Board of Directors Meeting

The Herkimer County Industrial Development Agency held a regular meeting of the Board of Directors, on Thursday, December 18, 2025 at 8:00 AM. The meeting was held electronically via zoom conference as well as a public meeting open for the public to attend in person. Members of the public were invited to join the meeting virtually by going to www.zoom.com or by dialing (929) 205-6099 and entering meeting ID: 875-6466-4800 and passcode: 402411. Members of the public were invited to attend the meeting in person in the Herkimer County Chamber of Commerce conference room at 420 E. German Street, Herkimer, NY 13350.

Chairman Vincent (Jim) Bono lead the Pledge of Allegiance, and called the meeting to order at 8:24AM.

The following members were present in person and answered the roll call: Vincent (Jim) Bono, Tim Day, Frank Mendl, and Dr. Terri Grates Day. **Quorum Present (4)**

Members Absent: Cory Albrecht, Ann Gaworecki, Robert Davenport

Agency Staff Present: John Piseck, Victoria Adams, Nicole Farber, and Samantha Canarelli.

Also Present in Person: Herkimer County Legislator Anthony J. Lucenti, and Herkimer County Legislator Greg Malta Sr.

Also Present Virtually: Shannon Wagner, Hodgson Russ LLP, Darryl Domer, Community Holdings, and Elaine Sperbeck, Herkimer County Resident.

Mission Statement: Samantha Canarelli read the Agency's mission statement.

Minutes: The meeting minutes of the board meeting on November 25, 2025 were offered for review. **Frank Mendl moved, seconded by Dr. Terri Grates Day to approve the minutes as presented. The motion carried with 4 ayes and 0 nays.**

Financial Reports: November Financial Reports: The November 2025 Financial Report, Balance Sheet, and Check Register. After discussion. **Tim Day moved, seconded by Dr. Terri Grates Day to approve all financial reports as presented. The motion carried with 4 ayes and 0 nays.**

Microenterprise Grant: Victoria Adams provided an update on the Herkimer County Microenterprise Grant Program. Since the prior meeting, the agency has been working closely with Sureprint, Melfe's, and Timeless Salon to ensure that all required documentation has been properly secured and that grant funds are being utilized in compliance with program guidelines. The remaining balance available for disbursement is \$61,747.67. Upon completion of all anticipated drawdowns, it is expected that the program funds will be fully expended. At this time, the agency remains on track to meet the established program deadline. **This item was for discussion only.**

Russell Farm- Fast NY Grant Award: The Agency is pleased to announce the award of a \$7.9 million grant to support critical infrastructure improvements. This investment will advance the development of a shovel-ready industrial site designed to meet the needs of advanced manufacturing companies. The project includes upgrading approximately 2,000 feet of the Higby Road gas main, construction of an on-site water storage tank for fire protection, installation of new turn lanes and traffic signals, and completion of demolition, grading, storm water management, and utility extensions. This project will help attract advanced manufacturing investment, support job creation, and strengthen New York State's manufacturing economy. **This item was for discussion only.**

Strategic Plan: The item will be addressed at the January Board Meeting.

Annual Election of Officers, Committees, Claims officers: All elected officers agreed to continue in their current roles. Additionally, the Committee and Claim Officers confirmed their agreement to remain unchanged. **Frank Mendl moved, seconded by Tim Day to approve elected officials. The motion carried with 4 ayes and 0 nays. Resolution No.: 121825-01**

Manheim Business Park – Purchase & Sale Agreement: At the most recent Board meeting, the Board approved the proposed action and provided an overview of the easement framework. Engineer Mike Emrich worked with the developer to identify the locations of the required easements, and confirmed that there are no conflicts with the placement of the proposed water tank. Upon completion of the water tank and associated water lines, the infrastructure will be turned over to the Village. The Agency also approved a \$15,000 down payment, which will be placed in escrow. **This item was for discussion only.**

The Genesis Group Sponsorship: The Agency sponsors the Genesis Group each year as part of its ongoing commitment to collaboration and leadership. This partnership provides valuable opportunities to engage with business and community leaders and support shared goals. **Tim Day moved, seconded by Vincent (Jim) Bono to approve sponsorship in the amount of \$5000. The motion carried with 4 ayes and 0 nays. Resolution No.: 121825-02**

EPR Water Final Authorizing Resolution: The Final Authorization Resolution was removed from the agenda pending receipt of the required documentation. **This item was for discussion only.**

Schuyler Business Park Entryway: The agency is currently reviewing project details as work progresses. Construction activities are temporarily on hold due to weather conditions, with work scheduled to resume in March. A key component of the project involves widening the turn lane to enhance truck safety when exiting the park. While additional funding may be required to accommodate potential project adjustments, this has not been confirmed at this time. **This item was for discussion only.**

Bills School:

Application: The Board was presented with and reviewed the application for financial assistance. Upon review and discussion, **Tim Day made the following motion; Seconded by Dr. Terri Grates Day, to approve. The motion carried with 4 ayes and 0 naves. Resolution No.: 121825-03**

Member voting requested via roll call as follows:

Cory Albrecht	ABSENT
Tim Day	YES
Ann Gaworecki	ABSENT
Vincent James Bono	YES
Frank Mendl	YES
Dr. Terri Grates Day	YES
Robert Davenport	ABSENT

Cost Benefit: The board was presented with the cost benefit analysis. Upon review and discussion, **Frank Mendl made the following motion; Seconded by Tim Day, to approve. The motion carried with 4 ayes and 0 naves. Resolution No.: 121825-04**

Member voting requested via roll call as follows:

Cory Albrecht	ABSENT
Tim Day	YES
Ann Gaworecki	ABSENT
Vincent James Bono	YES
Frank Mendl	YES
Dr. Terri Grates Day	YES
Robert Davenport	ABSENT

SEQR Resolution: The board was presented with an authorizing resolution prior to the meeting. Upon review and discussion, **Tim Day made the following motion;**

RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE THE HERKIMER LOCAL DEVELOPMENT CORPORATION PROJECT IS A "TYPE II ACTION" AND NO FURTHER ACTION IS REQUIRED UNDER SEQRA WITH RESPECT THERETO.

Seconded by Dr. Terri Grates Day, the motion carried with 4 ayes and 0 naves. The official resolution is attached to the original minutes. Resolution No.: 121825-05

Member voting requested via roll call as follows:

Cory Albrecht	ABSENT
Tim Day	YES
Ann Gaworecki	ABSENT
Vincent James Bono	YES
Frank Mendl	YES
Dr. Terri Grates Day	YES
Robert Davenport	ABSENT

PILOT Deviation Approval Resolution: The board was presented with an authorizing resolution prior to the meeting. Upon review and discussion, **Tim Day made the following motion;**

RESOLUTION AUTHORIZING A DEVIATION FROM THE AGENCY'S UNIFORM TAX EXEMPTION POLICY IN CONNECTION WITH THE PROPOSED PAYMENT IN LIEU OF TAX AGREEMENT TO BE ENTERED INTO BY THE AGENCY IN CONNECTION WITH THE PROPOSED HERKIMER LOCAL DEVELOPMENT CORPORATION PROJECT.

Seconded by Frank Mendl, the motion carried with 4 ayes and 0 nays. The official resolution is attached to the original minutes. Resolution No.: 121825-06

Member voting requested via roll call as follows:

Cory Albrecht	ABSENT
Tim Day	YES
Ann Gaworecki	ABSENT
Vincent James Bono	YES
Frank Mendl	YES
Dr. Terri Grates Day	YES
Robert Davenport	ABSENT

Approving Resolution: The board was presented with an authorizing resolution prior to the meeting. Upon review and discussion, **Tim Day made the following motion;**

RESOLUTION AUTHORIZING (A) EXECUTION OF DOCUMENTS IN CONNECTION WITH A LEASE/LEASEBACK TRANSACTION FOR A PROJECT FOR HERKIMER LOCAL DEVELOPMENT CORPORATION (THE "COMPANY"); AND (B) THE MAKING OF AN AGENCY INVESTMENT.

Seconded by Dr. Terri Grates Day, the motion carried with 4 ayes and 0 nays. The official resolution is attached to the original minutes. Resolution No.: 121825-07

Member voting requested via roll call as follows:

Cory Albrecht	ABSENT
Tim Day	YES
Ann Gaworecki	ABSENT
Vincent James Bono	YES
Frank Mendl	YES
Dr. Terri Grates Day	YES
Robert Davenport	ABSENT

Marketing Update: Samantha Canarelli recently shared a comprehensive marketing update highlighting exciting progress across the Agency's initiatives. Social media channels are being actively refreshed to boost engagement and increase the Agency's visibility, with her post about Bills School reaching an impressive 37,731 views and continuing to grow. The team is focused on the upcoming Brownfield Summit (April 21–22), and Samantha has created two dynamic ads for the EDC Conference in February. Looking ahead, she is exploring enhancements to the Agency's website, including dedicated pages for properties and commercial real estate, to better serve the community and support the Agency's ongoing growth. **This item was for discussion only.**

*Comments Welcome from Elected Officials- None

Project Updates:

- Herkimer County IDA awarded National Grid Grant for Charlestown up to \$7,375
- Pine Grove Road Grant Awarded \$3,612,293.40
- Feldmeier Equipment
- Remington & Duofold BCP (\$50,000.00)
- DRI Small Projects Fund (\$600,000.00)
- Board Member Bios and Headshots
- 2025 Evaluation of Board Performance
- 2026 Tentative dates for Board Meetings
- 2026 EDC Conference – February 10th and 11th
- 2026 Brownfield Developers Summit – April 21st and 22nd

Being no other business, Dr. Terri Grates Day moved, seconded by Tim Day to adjourn at 9:00 AM. The motion carried with 4 ayes and 0 nays.

Respectfully Submitted,



Nicole Farber
Administrative Assistant