

# City of Albany Industrial Development Agency

21 Lodge Street  
Albany, New York 12207  
Telephone: (518) 434-2532  
Fax: (518) 434-9846

Tracy Metzger, *Chair*  
Susan Pedo, *Vice Chair*  
Darius Shahinfar, *Treasurer*  
Lee Eck, *Secretary*  
Anthony Gaddy  
Robert Schofield  
L. Lloyd Stewart

Sarah Reginelli, *Chief Executive Officer*  
Mark Opalka, *Chief Financial Officer*  
Marisa Franchini, *Agency Counsel*  
A. Joseph Scott, *Special Counsel*

To: Tracy Metzger  
Darius Shahinfar  
Susan Pedo  
Robert Schofield  
Lee Eck  
Anthony Gaddy  
L. Lloyd Stewart

Sarah Reginelli  
Marisa Franchini  
Joe Scott  
Mark Opalka  
Andy Corcione  
Virginia Rawlins  
Thomas Conoscenti

Date: January 15, 2021

## IDA ANNUAL MEETING AGENDA

The Annual Meeting of the City of Albany Industrial Development Agency Board of Directors will be held on **Thursday, January 21<sup>st</sup> at 12:15 PM** at 21 Lodge Street, Albany, NY 12207 and conducted telephonically pursuant to Executive Order No. 202.87 issued by the New York State Governor's Office.

### **Roll Call, Reading and Approval of the Minutes of the Annual Meeting of January 16, 2020**

#### **New Business**

- A. Election of Officers Approval Resolution 2021

#### **Other Business**

- None

#### **Adjournment**

The next regularly scheduled Annual Meeting will be held in **January 2022** at 21 Lodge Street, Albany, NY. Please check the website [www.albanyida.com](http://www.albanyida.com) for updated meeting information.

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Tracy Metzger, *Chair*  
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Dominick Calsolaro  
Robert Schofield  
Jahkeen Hoke

Sarah Reginelli, *Chief Executive Officer*  
Mark Opalka, *Chief Financial Officer*  
Marisa Franchini, *Agency Counsel*

## MINUTES OF IDA ANNUAL MEETING

Thursday, January 16, 2020

Attending: Darius Shahinfar, Susan Pedo, Dominick Calsolaro, Lee Eck, Robert Schofield and Jahkeen Hoke

Absent: Tracy Metzger

Public Present: Phil Stenglein, Matthew Riordan, Deb Lambek, Meredith Malark, Bill Walsh, David Phaff, Mike Hipp, Garry Ero, and Mark Aronowitz

Also Present: Sarah Reginelli, Mark Opalka, Amy Lavine, Joe Scott, Andy Corcione, Ashley Mohl, Virginia Rawlins, Chris Medve, Nora Culhane, Tammie Fanfa and Mike Bohne

Acting Chair Susan Pedo called the Annual Meeting of the IDA to order at 12:17 p.m.

### **Roll Call, Reading and Approval of Minutes of the January 17, 2019 Committee Meeting**

Acting Chair Susan Pedo reported that all Board members, with the exception of Tracy Metzger, were present. Since the minutes of the previous meeting had been distributed to the Board members in advance for review, Chair Tracy Metzger made a proposal to dispense with the reading of the minutes. Chair Tracy Metzger made a proposal to approve the minutes of the January 17, 2019 Annual meeting as presented. A motion to accept the minutes, as presented, was made by Dominick Calsolaro and seconded by Robert Schofield. A vote being taken, the motion passed unanimously with all members voting aye.

### **Election of Officers**

The following Board members were nominated to serve as the 2020 Officers of the Albany Industrial Development Agency.

Chair – Tracy Metzger  
Vice Chair – Susan Pedo  
Treasurer – Hon. Darius Shahinfar  
Secretary – Lee Eck

Acting Chair Pedo presented the Board with a Resolution electing the nominated members to serve as 2020 Officers for the Albany Industrial Development Agency. A motion to accept the Resolution as presented was made by Darius Shahinfar and seconded by Robert Schofield. A vote being taken, the Officers were elected unanimously with all members voting aye.

**Other Business**

None.

There being no further business. Acting Chair Pedro adjourned the Annual Meeting at 12:20 p.m.

Respectfully submitted,

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Lee Eck, Secretary

**CITY OF ALBANY INDUSTRIAL DEVELOPMENT AGENCY  
ELECTION OF OFFICERS APPROVAL RESOLUTION 2021**

The Annual Meeting of City of Albany Industrial Development Agency (the “Agency”) was convened in public session at the office of the Agency located at 21 Lodge Street in the City of Albany, Albany County, New York on January 21, 2021 at 12:15 p.m., local time.

The meeting was called to order by the (Vice) Chair of the Agency and, upon roll being called, the following members of the Agency were:

PRESENT:

Tracy L. Metzger	Chair
Susan Pedo	Vice Chair
Lee E. Eck, Jr.	Secretary
Hon. Darius Shahinfar	Treasurer
Anthony Gaddy	Member
Robert T. Schofield, Esq.	Member
L. Lloyd Stewart	Member

Each of the members present participated in the meeting telephonically pursuant to Executive Order No. 202.1, as supplemented, issued by New York State Governor Andrew M. Cuomo, suspending provisions of Article 7 of the Public Officers Law that require public in-person access to public meetings and authorizing board members to participate in said meetings by conference call or similar service.

ABSENT:

AGENCY STAFF PRESENT INCLUDED THE FOLLOWING:

Sarah Reginelli	Chief Executive Officer
Mark Opalka	Chief Financial Officer
Thomas Conoscenti	Vice President, Capitalize Albany Corporation
Ashley Mohl	Director of Development, Capitalize Albany Corporation
Andrew Corcione	Senior Economic Developer II, Capitalize Albany Corporation
Michael Bohne	Communications & Marketing, Capitalize Albany Corporation
Nora Culhane	Economic Development Specialist, Capitalize Albany Corporation
Virginia Rawlins	Program Assistant, Capitalize Albany Corporation
Amy Lavine, Esq.	Assistant Corporation Counsel
A. Joseph Scott, III, Esq.	Special Agency Counsel

The following resolution was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, to wit:

**RESOLUTION APPROVING THE 2021 ELECTION OF OFFICERS OF THE CITY  
OF ALBANY INDUSTRIAL DEVELOPMENT AGENCY.**

WHEREAS, City of Albany Industrial Development Agency (the “Agency”) is authorized and empowered by the provisions of Chapter 1030 of 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the

“Enabling Act”) and Chapter 325 of the 1974 Laws of New York, as amended, constituting Section 903-a of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the “Act”) to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial, research, and recreation facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, under Section 861 of the Act the Agency has proposed a slate of officers for its fiscal year commencing January 1, 2021 (the “2021 Officers”); and

WHEREAS, the members of the Agency desire to approve the 2021 Officers;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CITY OF ALBANY INDUSTRIAL DEVELOPMENT AGENCY, AS FOLLOWS:

Section 1. The Agency hereby elects as the following members of the Agency as the 2021 Officers:

Tracy L. Metzger	Chair
Susan Pedo	Vice Chair
Hon. Darius Shahinfar	Treasurer
Lee E. Eck, Jr.	Secretary

Section 2. The Agency hereby authorizes the Chair, the CEO and CFO to take all steps necessary to implement this Resolution.

Section 3. All action taken by the CEO and CFO of the Agency in connection with the preparation and adoption of this Resolution prior to the date hereof is hereby ratified and confirmed.

Section 4. This Resolution shall take effect immediately.

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

Tracy L. Metzger	VOTING	_____
Susan Pedo	VOTING	_____
Lee E. Eck, Jr.	VOTING	_____
Hon. Darius Shahinfar	VOTING	_____
Anthony Gaddy	VOTING	_____
Robert T. Schofield, Esq.	VOTING	_____
L. Lloyd Stewart	VOTING	_____

The Resolution was thereupon declared duly adopted.

STATE OF NEW YORK )  
 ) SS.:  
COUNTY OF ALBANY )

I, the undersigned (Assistant) Secretary of City of Albany Industrial Development Agency (the “Agency”), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on January 21, 2021 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution set forth therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the “Open Meetings Law”) except as modified by Executive Order 202.1, as supplemented, said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present, either in-person or appearing telephonically in accordance with Executive Order 202.1, as supplemented, 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 rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this \_\_\_\_\_ day of January, 2021.

\_\_\_\_\_  
(Assistant) Secretary