

# City of Albany Industrial Development Agency

21 Lodge Street  
Albany, New York 12207  
Telephone: (518) 434-2532  
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Susan Pedo, Chair  
Lee Eck, Vice Chair  
Darius Shahinfar, Treasurer  
Anthony Gaddy, Secretary  
Robert Schofield  
Elizabeth Staubach  
Joseph Better

Sarah Reginelli, Chief Executive Officer  
Thomas Conoscenti, COO/Interim CFO  
Andy Corcione, Project Services Director  
Marisa Franchini, Agency Counsel  
A. Joseph Scott, Special Counsel

To: Susan Pedo  
Lee Eck  
Darius Shahinfar  
Anthony Gaddy

Robert Schofield  
Elizabeth Staubach  
Joseph Better

CC: Sarah Reginelli  
Marisa Franchini  
Joe Scott  
Emma Fullem

Thomas Conoscenti  
Andy Corcione  
Erin Grace  
Jesse McCaughey

Date: January 14, 2022

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## IDA ANNUAL MEETING

The Annual Meeting of the City of Albany IDA Board of Directors will be held on **Thursday, January 20<sup>th</sup>, 2021 at 12:15 pm** and conducted telephonically pursuant to recent legislation.

### AGENDA

**Roll Call, Reading & Approval of the Minutes of the Annual Meeting of January 21, 2021**

#### **New Business**

- A. Election of Officers Approval Resolution 2022

#### **Other Business**

- A. None

#### **Adjournment**

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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*

## MINUTES OF IDA ANNUAL MEETING

Thursday, January 21, 2021

Attending: Darius Shahinfar, Tracy Metzger, Lee Eck, Anthony Gaddy, Susan Pedo, Robert Schofield and Lee Eck

Also Present: Sarah Reginelli, Mark Opalka, Joe Scott, Charles Malcomb, Dick Weisz, Amy Lavine, Andy Corcione, Virginia Rawlins, Tom Conoscenti, Nora Culhane Friedel, Ashley Mohl, Michael Bohne, Nadene Ziegler, and Nicole Brown-Bruette

Public Present: Linda MacFarlane, Adam Driscoll, Rob Gach, Laurie Gordon, Jacque Vincent, Blair Mulholland and Sakina Riddell

*These minutes are of a meeting conducted telephonically pursuant to Executive Order No. 202.87 issued by New York State Governor Andrew M. Cuomo, which suspended provisions of Article 7 of the Public Officers Law requiring public in-person access to public meetings and authorizing board members to participate in said meetings by conference call or similar service. Each of the members and staff present participated by conference call.*

Chair Tracy Metzger called the Annual Meeting of the IDA to order at 12:18 p.m.

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

Chair Tracy Metzger reported that all Board members, with the exception of L. Lloyd Stewart, 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 16, 2020 Annual meeting as presented. A motion to accept the minutes, as presented, was made by Darius Shahinfar and seconded by Susan Pedo. 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 2021 Officers of the Albany Industrial Development Agency.

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

Chair Metzger presented the Board with a Resolution electing the nominated members to serve as 2021 Officers for the Albany Industrial Development Agency. A motion to accept the Resolution as presented was made by Darius Shahinfar and seconded by Anthony Gaddy. A vote being taken, the Officers were elected unanimously with all members voting aye.

**Other Business**

None.

There being no further business. Chair Metzger 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 2022**

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 20, 2022 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:**

Susan Pedo	Chair
Lee E. Eck, Jr.	Vice Chair
Darius Shahinfar	Treasurer
Anthony Gaddy	Secretary
Joseph Better	Member
Robert T. Schofield	Member
Elizabeth Staubach	Member

Each of the members present participated in the meeting either in person or remotely pursuant to the signing into law on January \_\_, 2022 of Chapter \_\_\_ of the Laws of 2022.

**ABSENT:**

**AGENCY STAFF PRESENT INCLUDED THE FOLLOWING:**

Sarah Reginelli	Chief Executive Officer
Thomas Conoscenti	Chief Operating Officer/Interim CFO
Andrew Corcione	Project Services Director
Ashley Mohl	Director of Economic Development, Capitalize Albany Corporation
Renee McFarlin	Senior Economic Developer, Capitalize Albany Corporation
Michael Bohne	Communications & Marketing Manager, Capitalize Albany Corporation
Emma Fullem	Program Assistant, Capitalize Albany Corporation
Jesse McCaughey	Program Assistant, Capitalize Albany Corporation
Erin Grace	Executive Assistant, Capitalize Albany Corporation
Marisa Franchini, Esq.	Agency Counsel
A. Joseph Scott, III, Esq.	Special Agency Counsel

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

**RESOLUTION APPROVING THE 2022 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, 2022 (the “2022 Officers”); and

WHEREAS, the members of the Agency desire to approve the 2022 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 2022 Officers:

Susan Pedo	Chair
Lee E. Eck, Jr.	Vice Chair
Darius Shahinfar	Treasurer
Anthony Gaddy	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:

Susan Pedo	VOTING	_____
Lee E. Eck, Jr.	VOTING	_____
Darius Shahinfar	VOTING	_____
Anthony Gaddy	VOTING	_____
Joseph Better	VOTING	_____
Robert T. Schofield	VOTING	_____
Elizabeth Staubach	VOTING	_____

The Resolution was thereupon declared duly adopted.

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

I, the undersigned 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 20, 2022 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 Chapter \_\_\_ of the Laws of 2022 (the “2022 Laws”), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given; and (D) there was a quorum of the members of the Agency, either in person or attending remotely in accordance with the 2021 Laws, 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, 2022.

\_\_\_\_\_  
Secretary