

## Notice of Board Meeting

**Date:** June 29, 2023

**To:** William Johnson  
David Converse  
W. Edward Walldroff  
Paul Warneck  
Lisa L'Huillier  
John Condino

**From:** Chairman Robert Aliasso

**Re:** Notice of Board of Directors' Meeting

=====

The Jefferson County Industrial Development Agency will hold their Board Meeting on **Thursday, July 13, 2023 at 8:30 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link will be available at [www.jcida.com](http://www.jcida.com).

**Zoom:**  
<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVjKytDdz09>  
Meeting ID: 843 5525 0468  
Passcode: 011440  
1-929-205-6099 US (New York)

Please confirm your attendance with Peggy Sampson [pssampson@jcida.com](mailto:pssampson@jcida.com) at your earliest convenience.

pss

c: David Zembiec, CEO  
Marshall Weir  
Lyle Eaton  
Jay Matteson  
Joy Nuffer  
Robin Stephenson  
Christine Powers  
Greg Gardner  
Kent Burto  
Rob Aiken  
Justin Miller, Esq.  
Media

**BOARD MEETING AGENDA**  
**Thursday, July 13, 2023 - 8:30 a.m.**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – June 1, 2023**
- V. Treasurer’s Report – June 30, 2023**
- VI. Committee Reports**
  - a. Alternative Energy Ad Hoc Committee**
  - b. Loan Review Committee**
- VII. Unfinished Business**
  - 1. 146 Arsenal Street update**
  - 2. Three Mile Bay Ventures, LLC update**
- VIII. New Business**
- IX. Counsel**
  - 1. Initial Project Resolution No. 07.13.2023.01 for North American Tapes, LLC**
- X. Adjournment**

**Jefferson County Industrial Development Agency  
Board Meeting Minutes  
June 1, 2023**

**DRAFT**

The Jefferson County Industrial Development Agency held their board meeting on Thursday, June 1, 2023 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** Robert E. Aliasso, Jr., Paul Warneck, Lisa L'Huillier, David Converse, W. Edward Walldroff, William Johnson, John Condino

**Excused:** None

**Absent:** None

**Also Present:** Christine Powers, Rob Aiken, Chad Charette from Channel 7 News  
**Zoom:** Justin Miller, Esq. (Harris Beach), Cathryn Crummey (Harris Beach)

**Staff Present:** David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:28 a.m.
- II. Privilege of the Floor:** Chairman Aliasso invited guests to speak. No one spoke.
- III. Minutes:** Minutes of the meeting held May 4, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Johnson. All in favor. Carried.
- IV. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending May 31, 2023. Mr. Warneck reported that there are several projects pending closing. He suggested a future discussion on the timeframe for the expectation for projects to close. He noted that \$2.1M has flowed through our books so far this year for the YMCA DOD grant reimbursement. He reported that the settlement agreement with RBM Manufacturing Corp. was accepted, and the money has been received. Mr. Eaton indicated that he will charge the remaining balance directly to bad debt. After discussion, a motion was made by Mr. Walldroff to accept the financial statement as presented, seconded by Ms. L'Huillier. All in favor. Carried.
- V. Committee Reports:**
  - a. Alternative Energy Ad Hoc Committee** – Mr. Warneck said the committee met with the taxing jurisdictions for the Greens Corners Solar project. Staff also set up a meeting next week with affected taxing jurisdictions for the Riverside Solar project in Lyme and Brownville. Mr. Warneck said that he expects to hear the same concerns from the school district about the tax cap issue.

Mr. Warneck said the state is not providing any guidance for their new valuation model and he is concerned that local municipalities are not getting any help.

Attorney Miller noted that there is a forced cap for collecting PILOT taxes and that IDA's have to follow the GML which prohibits collecting a PILOT payment that exceeds full taxation.

**VI. Unfinished Business:**

1. **146 Arsenal Street update** – Mr. Zembiec said the project is moving along on schedule and will open in November. He said that Colonel Hannan, our grant program manager from the Department of Defense, will visit the site on June 12<sup>th</sup>.

**VII. New Business:**

1. **North American Tapes, LLC Building Review (Corporate Park)** – Mr. Zembiec said that North American Tapes, LLC is proposing a 19,200 square foot building. He said that he notified the other park tenants and did not receive any opposition. He noted that the parking extends to the frontline of the building, but indicated that it will not change the character of the park.

Mr. Warneck asked about the tractor trailer loading entrance off County Route 196 (Fisher Road). Mr. Zembiec said that Jim Lawrence from the county is already working on it.

A motion was made by Mr. Converse to approve the site plan, seconded by Mr. Condino. Discussion ensued. Mr. Converse amended his motion to include that the parking extends past the frontline of the building, seconded by Mr. Condino. All in favor. Carried.

- **Jefferson County Corporate Park Entrance** – Mr. Zembiec said National Grid is in the process of moving the gas lines. The project should be complete this fall.

**Executive Session**

At 8:50 a.m., a motion was made by Mr. Warneck to enter into executive session to discuss the potential sale of real property, seconded by Mr. Johnson. All in favor. Board Members, LDC Board Members Powers and Aiken, Staff and Counsel remained.

At 9:00 a.m., a motion was made by Mr. Warneck to leave the executive session, seconded by Mr. Converse.

**VIII. Counsel: None.**

- IX. **Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. L'Huillier, seconded by Mr. Condino. All in favor. The meeting adjourned at 9:01 a.m.

Respectfully submitted,

*Peggy Sampson*



**JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY**

Prepared by Joy Nuffer, July 6, 2023

UNRECONCILED

**Income Statement for the Six Month Period Ending June 30, 2023**

	Current Year Budget	Year-to-Dat e Total	Current Month	Previous Month	Balance Remaining
<b>Revenues</b>					
Application & Process Fees	\$ 12,000.00	7,102.00	\$ 0.00	0.00	4,898.00
Bond Admin Fee	3,000.00	3,000.00	3,000.00	0.00	0.00
PILOT/Sale Leaseback Fees	1,200,963.00	82,500.00	82,500.00	0.00	1,118,463.00
Fee Income - RLF Program	43,422.00	21,711.00	3,618.50	3,618.50	21,711.00
Fee Income - Micro Program	24,087.00	12,143.50	2,007.25	2,007.25	11,943.50
Interest Income	1,000.00	108.44	0.00	22.27	891.56
Interest Income - RLF Program	32,000.00	16,948.55	3,220.60	3,220.27	15,051.45
Interest Income - Micro Prog.	9,000.00	3,644.48	961.80	555.86	5,355.52
Late Payment Penalty - Micro	300.00	134.41	10.40	33.30	165.59
Miscellaneous Income	0.00	4,547.60	0.00	0.00	(4,547.60)
Misc. Income - MICRO Program	0.00	25.00	0.00	0.00	(25.00)
YMCA Income	0.00	904,691.79	1,963.03	877,242.26	(904,691.79)
YMCA Grant Income	0.00	1,238,390.35	0.00	0.00	(1,238,390.35)
<b>Total Revenues</b>	<b>1,325,772.00</b>	<b>2,294,947.12</b>	<b>97,264.58</b>	<b>886,699.71</b>	<b>(969,175.12)</b>
<b>Operations</b>					
Public Works Fund	0.00	2,000.04	0.00	0.00	(2,000.04)
Office Expense	5,000.00	2,727.60	2,200.00	0.00	2,272.40
Admin Services Exp	707,275.00	353,637.48	58,939.58	58,939.58	353,637.52
Depreciation Expense - Siding	17,607.00	8,147.76	1,357.96	1,357.96	9,459.24
D&O Insurance	15,127.00	7,803.96	1,300.66	1,300.66	7,323.04
Commercial Insurance	29,600.00	3,814.26	635.71	635.71	25,785.74
FTZ Expense	1,200.00	0.00	0.00	0.00	1,200.00
Legal- Retainer	18,000.00	9,000.00	1,500.00	1,500.00	9,000.00
Legal - Unrestricted	40,000.00	0.00	0.00	0.00	40,000.00
Legal - Micro Program	0.00	1,125.00	0.00	0.00	(1,125.00)
Legal YMCA	10,000.00	658.29	0.00	0.00	9,341.71
Accounting & Auditing	15,000.00	21,900.00	0.00	0.00	(6,900.00)
Corporate Park Expense	0.00	4,547.60	0.00	0.00	(4,547.60)
Coffee Park Taxes	2,000.00	2,166.92	0.00	0.00	(166.92)
Airport Park Taxes	2,000.00	1,071.02	0.00	0.00	928.98
Fees Expense	1,000.00	2,439.60	2,329.60	0.00	(1,439.60)
Grant Expense YMCA	0.00	2,111,781.51	0.00	873,391.16	(2,111,781.51)
Bad Debt--RLF	190,000.00	132,998.34	0.00	162,582.18	57,001.66
Bad Debt--Micro	90,000.00	0.00	0.00	0.00	90,000.00
RLF Program Expense	43,422.00	21,711.00	3,618.50	3,618.50	21,711.00
Microenterprise Program Exp	24,087.00	12,054.50	2,007.25	2,007.25	12,032.50
RLF Audit Expense	800.00	0.00	0.00	0.00	800.00
IDA 146 Arsenal Bldg Expense	113,404.00	1,020.63	76.75	77.90	112,383.37
Building Depreciation- 146 Ars	0.00	48,459.84	8,076.64	8,076.64	(48,459.84)
146 Arsenal Gas	0.00	6,526.77	0.00	153.36	(6,526.77)
146 Arsenal Electric	0.00	17,180.78	0.00	1,419.50	(17,180.78)
146 Arsenal Water	0.00	1,561.35	0.00	312.27	(1,561.35)
Miscellaneous - Unrestricted	200.00	0.00	0.00	0.00	200.00
<b>Total Operations</b>	<b>1,325,722.00</b>	<b>2,774,334.25</b>	<b>82,042.65</b>	<b>1,115,372.67</b>	<b>(1,448,612.25)</b>
Total Revenue	1,325,772.00	2,294,947.12	97,264.58	886,699.71	(969,175.12)
Total Expenses	1,325,722.00	2,774,334.25	82,042.65	1,115,372.67	(1,448,612.25)
<b>Net Income Over Expenditures</b>	<b>\$ 50.00</b>	<b>(479,387.13)</b>	<b>\$ 15,221.93</b>	<b>(228,672.96)</b>	<b>479,437.13</b>

For Intern-5-Use Only

Jefferson County IDA  
Balance Sheet  
June 30, 2023

ASSETS

Current Assets		
General Checking	\$	1,270,722.02
Savings Account		258,580.14
Microenterprise Account		81,740.32
City Loan Account		287,874.95
Revolving Loan Fund Account		2,450,821.33
Miscellaneous Receivable		109,251.53
Acct Receivable - Rogers		17,519.31
RLF Loans Receivable		1,852,701.19
Microenterprise Loans Rec.		159,178.51
Allowance for Bad Debt-RLF		(190,000.00)
Allow. for Bad Debts-MICRO		(52,647.30)
Prepaid Expense		4,958.66
		<hr/>
Total Current Assets		6,250,700.66
Property and Equipment		
Accum Depr - Building		(1,123,444.28)
Accum Depr. Equipment		(52,269.66)
Accumulated Depreciation Sidin		(35,306.96)
		<hr/>
Total Property and Equipment		(1,211,020.90)
Other Assets		
IT Server		6,050.00
Equipment		13,366.00
Corp. Park Improvements		209,995.14
Airport Property		884,326.02
Intangible Asset		53,195.00
WIP Airport		373,629.13
WIP Intersection		244,973.52
Woolworth Building		505,000.00
Rail Siding CCIP		244,434.00
Land 146 Arsenal		126,577.50
146 Ars Building Improvements		3,264,556.08
		<hr/>
Total Other Assets		5,926,102.39
Total Assets	\$	<u><u>10,965,782.15</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestrict	\$	68,691.21
RLF Loan Payable		700,000.00
Due HUD - RLF Interest		380.18
Due HUD - MICRO Interest		1.25
Due HUD - CITY Loan Interest		4.81
Maintenance Reserve Convergys		14,445.48
Maintenance Expense Convergys		25,927.57
ARPA Airport Sewer		1,208,000.00
Car Freshner Signage		11,000.00
		<hr/>
Total Current Liabilities		2,028,450.50
Long-Term Liabilities		
Due NYS/IAP L.T.		180,159.78

Unaudited - For Management Purposes Only

Jefferson County IDA  
Balance Sheet  
June 30, 2023

Deferred Revenue - Rogers	18,000.51	
	<hr/>	
Total Long-Term Liabilities		198,160.29
		<hr/>
Total Liabilities		2,226,610.79
Capital		
General Fund Bal - Unrestrict.	3,142,348.91	
Fund Bal - RLF Restricted	4,419,309.27	
Fund Bal - Micro Restricted	414,850.76	
Fund Bal - City Restricted	262,489.22	
Cap. Impr. Convergys	979,560.33	
Net Income	(479,387.13)	
	<hr/>	
Total Capital		8,739,171.36
		<hr/>
Total Liabilities & Capital	\$	10,965,782.15
		<hr/> <hr/>

**Jefferson County IDA**  
**Miscellaneous Receivables**  
**As of Jun 30, 2023**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
31606 FELT MILLS 31606 FELT MILLS LLC	3858	82,500.00				82,500.00
31606 FELT MILLS 31606 FELT MILLS LLC		82,500.00				82,500.00
CONVALT CONVALT ENERGY. LLC	3669 3833 3849 3847 3855				27,486.30 1,330.60 2,426.50 1,741.60 379.50	27,486.30 1,330.60 2,426.50 1,741.60 379.50
CONVALT CONVALT ENERGY. LLC				379.50	32,985.00	33,364.50
YMCA YMCA EX DIRECTOR DENISE YOUNG	3860	1,963.03				1,963.03
YMCA YMCA		1,963.03				1,963.03
Report Total		84,463.03		379.50	32,985.00	117,827.53

**Jefferson County IDA**  
**General Checking Cash Receipts Journal**  
**For the Period From Jun 1, 2023 to Jun 30, 2023**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction	Line Description	Debit Amnt	Credit Amnt
6/1/23	125001 100001	2204	Invoice: 3813 JEFFERSON COUNTY INDUSTRIAL	3,618.50	3,618.50
6/1/23	125001 100001	1255	Invoice: 3801 JEFFERSON COUNTY INDUSTRIAL	2,007.25	2,007.25
6/13/23	205602 202702 100001	ACH	6/23 DUE SHLDC 6/23 RLF CONVALT ENERGY, LLC	2,625.00	500.00 2,125.00
6/16/23	125001 100001	ach	Invoice: 3859 ReEnergy Black River, LLC	3,000.00	3,000.00
6/28/23	202702 202704 100001	48110	DUE RLF DUE NCA LCO DESTINY, LLC	7,178.24	4,717.81 2,460.43
6/28/23	207005 205602 100001	19771	DUE MICRO DUE SHLDC PAINFULL ACRES	989.37	565.35 424.02
				<b>19,418.36</b>	<b>19,418.36</b>

**Jefferson County Industrial Development Agency**  
**Revolving Loan Fund Receivables**  
 June 30, 2023

	Recipient	Date Issued	Loan Amount	Current Balance	Payment Amount	Current Status	Purpose of Loan
	Convalt	07/13/22	\$850,000.00	\$850,000.00	\$2,625.00	Current	Participation (SHLDC) Bridge loan
	JCIDA	08/01/21	\$2,000,000.00	700,000.00	\$0.00	Current	146 Arsenal Remediation
	LCO Destiny	02/06/23	\$250,000.00	238,925.56	\$7,178.24	Current	Working Capital
	MLR, LLC	07/01/07	\$250,000.00	63,685.63	\$1,307.83	Current	Expand Warehouse
	<b>Total RLF Receivables</b>		<b>\$3,350,000.00</b>	<b>\$1,852,611.19</b>		-	

**Jefferson County Industrial Development Agency**  
**MICRO Loan Fund Receivables**  
 June 30, 2023

	Recipient	Date Issued	Loan Amount	Current Balance	Payment Amount	Current Status	Purpose of Loan
	Colleens Cherry Tree Inn	5/1/2019	\$40,000.00	22,248.80	\$250.60	1 Month	Expand Restaurant - Ice Ceram Shop
	R. L. Gould & Son, LLC	3/1/2019	\$40,000.00	9,475.08	\$750.30	Current	Open UPS Store
	Clayton Island Tours	3/31/2023	\$40,000.00	38,850.51	\$773.31	Current	Working Capital
	Tl Area Habitat For Humanity	4/1/2018	\$40,000.00	754.70	\$754.85	Current	Open ReStore
	Painfull Acres	3/1/2018	\$40,000.00	13,390.42	\$565.35	Current	Amish Furniture Store
	Pink Kettle	2/23/2022	\$24,800.00	19,167.39	\$468.01	Current	Retail Beverages
	Sarah's Barber Shop	3/11/2020	\$10,000.00	6,867.40	\$188.71	Collection	Barber Shop
	Taste of Design	4/1/2007	\$40,000.00	12,916.12	\$277.54	3 Months	Coffee Shop
	Therartpy	7/1/2021	\$10,102.00	6,524.12	\$190.64	Current	Art Therapy
	Willowbrook	7/28/2021	\$40,000.00	28,983.97	\$754.85	Current	Purchase Golf Club
	Total MICRO Receivables		\$324,902.00	\$159,178.51		-	

**Jefferson County IDA**  
**Cash Disbursements Journal**  
**For the Period From Jun 1, 2023 to Jun 30, 2023**

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
6/6/23	7947	200001	Invoice: 45150-5/23	448.48	
		200001	Invoice: 45157-5/23	316.37	
		200001	Invoice: 45147-5/23	153.36	
		200001	Invoice: 17024-5/23	654.65	
		100001	NATIONAL GRID		1,572.86
6/6/23	7948	200001	Invoice: 0011-5/23	268.89	
		200001	Invoice: 1851-5/23	43.38	
		100001	CITY OF WATERTOWN COMPTROLLER		312.27
6/14/23	7949	200001	Invoice: 23-510	4,522.00	
		100001	BERNIER, CARR & ASSOCIATES, P.C.		4,522.00
6/14/23	7950	200001	Invoice: 6/23 CONVALT	2,125.00	
		100001	JEFFERSON COUNTY INDUSTRIAL		2,125.00
6/14/23	7951	200001	Invoice: 6/23 CONVALT	500.00	
		100001	SACKETS HARBOR LDC		500.00
6/22/23	7952	200001	Invoice: 47077	76.75	
		100001	WESTELCOM		76.75
6/27/23	7953	200001	Invoice: 8922926	1,500.00	
		100001	HARRIS BEACH		1,500.00
6/27/23	7954	200001	Invoice: 6/23 LCO DESTINY	4,717.81	
		100001	JEFFERSON COUNTY INDUSTRIAL		4,717.81
6/27/23	7955	200001	Invoice: 6/23 LCO DESTINY	2,460.43	
		100001	NORTH COUNTRY ALLIANCE		2,460.43
6/27/23	7956	200001	Invoice: 6/23 PAINFULL	424.02	
		100001	SACKETS HARBOR LDC		424.02
6/27/23	7957	200001	Invoice: 6/23 PAINFULL	565.35	
		100001	JEFFERSON COUNTY INDUSTRIAL		565.35
<b>Total</b>				<b>18,776.49</b>	<b>18,776.49</b>



**Jefferson County IDA**  
**Unrestricted Aged Payables**  
**As of Jun 30, 2023**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor	Invoice/CM #	Date	Net To Pay
BERNIER, CARR & ASSOCIATES, P.C.	23-651	5/31/23	5,222.03
BERNIER, CARR & ASSOCIATES, P.C.			<u>5,222.03</u>
JEFF COUNTY LDC	2387	6/1/23	58,939.58
JEFF COUNTY LDC			<u>58,939.58</u>
NYS DEC	596005	6/27/23	2,329.60
NYS DEC			<u>2,329.60</u>
VARLEY APPRAISAL GROUP	23-061	6/27/23	2,200.00
VARLEY APPRAISAL GROUP			<u>2,200.00</u>
			<u><u>68,691.21</u></u>

**Jefferson County Industrial Development Agency  
Alternative Energy Ad hoc Committee Meeting Minutes  
June 6, 2023**

**Present:** Paul Warneck, Chair; William Johnson, Christine Powers, Rob Aiken, Robert Aliasso

**Excused:** None

**Also Present:** David Zembiec, Marshall Weir, Robin Stephenson

Town of Lyme: Terry Countryman (Supervisor)

Zoom: Lyme Central School: Patricia Gibbons (Superintendent)

Zoom: Town of Brownville: James Burrows, legal counsel for Towns of Brownville & Lyme

Zoom: Dominic D'Imperio, legal counsel for Lyme Central School District

**I. Call to Order:** Chair Warneck called the meeting to order at 10:10 a.m.

**II. AES Riverside Solar Project and potential PILOT discussion:**

Mr. Warneck gave background information on the project and explained that the state has issued a permit to Riverside Solar for this project. Mr. Warneck pointed out that of the three major projects locally in Orleans, Hounsfield and Lyme, none of the developers have approached us for a PILOT. Mr. Warneck emphasized that this meeting is the pre-planning stage and that we are trying to be proactive to get the best deal for all entities involved.

Mr. Warneck did point out that this project did not receive a strike price nor a renewable award as did other projects in the state.

Mr. Warneck shared estimates of the project's assessed value based on the state's approved valuation model to show the potential value of the project. Based on those examples this project, value at \$37 million if the land is leased, and \$46 million if the developer owned the land. This equates to a full assessed value of \$6,700/megawatt. Essentially, the state's model values projects as approximately 30% of the construction cost. There was detailed conversation about how solar panels depreciate each year which will have some impact.

Mr. Warneck asked counsel, Justin Miller, to confirm that the PILOT cannot bill for more than the full taxation and that consideration has to be kept in mind of the school tax cap issue as well. Mr. Miller confirmed.

Mr. Aliasso asked if this project is taking out of commission any prime farmland. Mr. Warneck did not think so and thought the same of the other two major solar projects that are in the works.

**Jefferson County Industrial Development Agency  
Alternative Energy Ad hoc Committee Meeting Minutes  
June 6, 2023**

Mr. Warneck again explained that values will decline each year with depreciation of the panels; but the revenues per megawatt will stay the same. Mr. Zembiec mentioned that our inverted PILOT schedule--starting with the higher payments and then dropping—might reduce the chance of the two lines crossing. More discussion related full taxation, school tax cap, and what to do with the PILOT. Does it end when the lines cross and one lump sum payment is made? Mr. Miller stated that some language could be put in the PILOT saying payment will be “lessor of” full taxes and the per megawatt PILOT amount. Mr. Miller also states that now is the time to be thinking of this for future projects.

Mr. Warneck asked counsel, how are we in relation to other IDAs across the state when it comes to discussing the potential of declining assessments on projects? Mr. Miller said we are thinking cautiously and ahead of the curve in comparison around the state.

Discussion stays on key to not exceeding full taxation and the issues with schools and their tax cap.

Mr. Warneck asked counsel if a developer could waive challenging the full tax? Mr. Miller said it is a statutory law so they cannot waive it.

Mr. Warneck also asked if there was an actual definition of a “Host Community”? Can a school and/or county be a host? Mr. Miller said we know a town or Village can be a host community. Mr. Miller said an HCA might be set up when there is significant impact that relates to a school. He provided an example of a major apartment complex that would bring in multiple families with children, which directly affects the school since the school would have to transport and educate those children. Whereas solar projects are pretty much panels in a field.

Mr. Warneck brought up doing an alternative deviation to the PILOT agreement. Mr. Zembiec noted that, under our UTEP, any solar project over 20 MW would be a deviation, and that affected taxing jurisdictions do have the ability under a deviation to agree to an alternative distribution schedule other than pro-rata.

Mr. Warneck asked if there were any questions from those in attendance. There were none at this time.

**III. Other/Unfinished Business: None.**

**IV. Adjournment:** With no further business before the committee, Mr. Warneck adjourned the meeting at 10:43 a.m.

Respectfully submitted,

*Robin Stephenson*

**Jefferson County Industrial Development Agency  
Loan Review Committee Meeting Minutes  
June 28, 2023**

**Present:** David Converse (Chair), Christine Powers, John Condino  
**Zoom:** Rob Aliasso

**Excused:** Kent Burto

**Also Present:** Bill Johnson, Darrin Prance, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Robin Stephenson  
**Zoom:** Justin Miller, Esq.

- I. Call to Order:** Chair Converse called the meeting to order at 8:00 a.m.
- II. Pledge of Allegiance**
- III. Other/Unfinished Business –**
  - 1. North American Tapes, LLC (PILOT Application)** – A request for a PILOT for a 19,200 square foot addition in the Jefferson County Corporate Park.

Darrin Prance, owner of North American Tapes, LLC, said that his expansion problem stems from hiring issues for two years. He said he is adding equipment for automation and a second line to enter the market for trainers' tape (for sports). He noted that there will be more site work costs because of how the land is topographically.

Mr. Condino asked if there are other developers. Mr. Prance said in China.

Mr. Prance said he started planning the expansion three years ago, but then COVID interrupted the process. He said the equipment has been ordered and is starting to trickle in, which has prompted him to rent the old Fisher Cast building across the street to store it.

Ms. Powers asked if he has any patters. Mr. Prance said no and indicated that they have been using formulas from the 50's.

Mr. Condino asked who the contractor will be. Mr. Prance said Continental Construction from Gouverneur.

Mr. Weir asked if the trainers' tape be used in the medical field. Mr. Prance said yes. He noted that they are not in retail, just distribution.

**Jefferson County Industrial Development Agency  
Loan Review Committee Meeting Minutes  
June 28, 2023**

Mr. Prance said that he purchased the land next to his current facility a few years ago in anticipation of the expansion project. He said the new building will streamline the operation. All materials are in one direction all the way out the door (eliminating crisscross in the plant). He noted that they will not eliminate any positions with the automation, but will instead train employees to be operators. Mr. Condino asked how many employees they have. Mr. Prance said 48. Mr. Condino asked how much gross revenue they have. Mr. Prance said \$16M this year and noted that they grew 42% since last year. He said the demand is through the roof and indicated that there are not many competitors left. He said there are approximately 3,500 skews in the plant and approximately 15 different products. He said they could be doing other products, but they are busy with sports and entertainment.

Ms. Powers asked if they export. Mr. Prance said yes. Ms. Powers said that it is nice to have the plant here in our city.

Mr. Eaton reviewed the cost benefit analysis. He said the project will utilize the sales tax and mortgage recording tax abatements.

Mr. Aliasso asked if there will be additional expansion plans. Mr. Prance said that they have already drawn up another building (150x160) which would be located on the McGrann Paper side of the facility. He said it will be the next step as capacity grows and indicated that the equipment will be readily available.

A motion was made by Mr. Aliasso to move the request to the full board of directors, seconded by Ms. Powers. All in favor. Attorney Miller will prepare the initial resolution for the upcoming board meeting.

- IV. Adjournment:** With no further business before the committee, Mr. Condino made a motion to adjourn the meeting, seconded by Mr. Aliasso. The meeting adjourned at 8:33 a.m.

Respectfully submitted,  
*Peggy Sampson*

**INITIAL PROJECT RESOLUTION**  
*(North American Tapes LLC Project)*

A regular meeting of the Jefferson County Industrial Development Agency convened on Thursday July 13, 2023 at 8:30 a.m.

The following resolution was duly offered and seconded, to wit:

Resolution No. 07.13.2023.01

RESOLUTION OF THE JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY (i) ACCEPTING AN APPLICATION SUBMITTED BY NORTH AMERICAN TAPES LLC WITH RESPECT TO A CERTAIN PROJECT (AS DESCRIBED BELOW); (ii) AUTHORIZING THE SCHEDULING AND CONDUCT OF A PUBLIC HEARING WITH RESPECT TO THE PROJECT; (iii) DESCRIBING THE FORMS OF FINANCIAL ASSISTANCE BEING CONTEMPLATED BY THE AGENCY; AND (iv) AUTHORIZING THE NEGOTIATION OF CERTAIN AGREEMENTS RELATING 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 369 of the Laws of 1971 of the State of New York, as amended (hereinafter collectively called the "Act"), the **JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY** (the "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, **NORTH AMERICAN TAPES LLC**, for itself and/or for 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 approximately 8.08 acres of real property located at 22430 County Route 196 in the Town of Watertown, New York (the "Land", being more particularly described as tax parcel No. 73.20-1-17) and the existing improvements located thereon, consisting principally of an approximately 48,000 square foot manufacturing facility (the "Existing Improvements"); (ii) the planning, design, construction and operation of an approximately 19,200 square feet addition to the Existing Improvements of building space for operation as a manufacturing facility, along with warehousing spaces, exterior utility and site improvements, parking lots, loading docks, access and egress improvements, signage, curbage, sidewalks, landscaping and stormwater retention improvements (collectively, the "Improvements"); (iii) the acquisition of and installation in and around the Land, the Existing Improvements and Improvements by the Company of machinery, equipment, fixtures and other items of tangible personal property (the "Equipment"; and, collectively with the Land, the Existing Improvements 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, pursuant to and in accordance with Section 859-a of the Act, the Agency desires to schedule and conduct a public hearing (the "Public Hearing") relating to the Project and the proposed financial assistance contemplated by the Agency (collectively, the "Financial Assistance"), such Financial Assistance to include (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 construction and equipping of the Facility; (b) mortgage recording tax exemption for project financing; and (c) a partial real property tax abatement through the execution of an agreement with the Agency regarding payments in lieu of real property taxes to be made for the benefit of the Affected Tax Jurisdictions; and

WHEREAS, the Agency desires to (i) accept the Application, (ii) authorize the scheduling and conduct of a public hearing pursuant to and in accordance with the Act, and (iii) negotiate, but not enter into an Agent and Financial Assistance and Project Agreement (the "Agent Agreement"), a Lease Agreement (the "Lease Agreement"), a Leaseback Agreement (the "Leaseback Agreement"), a Payment-in-Lieu-of-Tax Agreement (the "PILOT Agreement"), and related documents with the Company.

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

Section 1. The Company has presented an Application in a form acceptable to the Agency. Based upon the representations made by the Company to the Agency in the Company's 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) The Agency has the authority to take the actions contemplated herein under the Act; and

(C) The action to be taken by the Agency will induce the Company to develop the Project, thereby creating significant employment opportunities and critical investment in Jefferson County, New York, and otherwise furthering the purposes of the Agency as set forth in the Act; and

(D) The Project will not result in the removal of a civic, commercial, industrial, or manufacturing 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 plant or facility to a location outside the State and/or is reasonably necessary to preserve the competitive position of the Project occupants in their respective industries. The Agency authorizes the issuance of notice letters to applicable municipal officials in accordance with the Act.

Section 2. The proposed financial assistance being contemplated by the Agency includes (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 construction and equipping of the Facility; (b) mortgage recording tax exemption for project financing; and (c) a partial real property tax abatement through the execution of an agreement with the Agency regarding payments in lieu of real property taxes to be made for the benefit of the Affected Tax Jurisdictions.

Section 3. The Chairman, Vice Chairman, and/or the Chief Executive Officer of the Agency are hereby authorized, on behalf of the Agency, to negotiate the terms of the Agent Agreement, Lease Agreement, Leaseback Agreement, PILOT Agreement, and related documents; *provided*, the provisions of the rental payments under the Leaseback Agreement include payments of all costs incurred by the Agency arising out of or related to the Project and indemnification of the Agency by the Company for actions taken by the Company and/or claims arising out of or related to the Project.

Section 4. The Agency hereby authorizes the scheduling and conduct a public hearing in compliance with the Act.

Section 5. Harris Beach PLLC, as General and Transaction Counsel for the Agency, is hereby authorized to work with counsel to the Company and others to prepare for submission to the Agency of all documents necessary to effect the foregoing authorizations.

Section 6. The officers, employees and agents of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required and to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Agency with all of the terms, covenants and provisions of the documents executed for and on behalf of the Agency.

Section 7. These Resolutions 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	Nay	Absent	Abstain
Robert E. Aliasso, Jr.	[     ]	[     ]	[     ]	[     ]
David J. Converse	[     ]	[     ]	[     ]	[     ]
John J. Condino	[     ]	[     ]	[     ]	[     ]
William W. Johnson	[     ]	[     ]	[     ]	[     ]
Lisa L'Huillier	[     ]	[     ]	[     ]	[     ]
W. Edward Walldroff	[     ]	[     ]	[     ]	[     ]
Paul J. Warneck	[     ]	[     ]	[     ]	[     ]

The Resolution was thereupon duly adopted.

STATE OF NEW YORK                    )  
COUNTY OF JEFFERSON               ) SS:

I, the undersigned (Acting) Secretary of Jefferson County Industrial Development Agency, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of Jefferson County Industrial Development Agency (the "Agency"), including the resolution contained therein, held on July 13, 2023, 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 \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
W. Edward Walldroff, (Acting) Secretary

[SEAL]

# Jefferson County Industrial Development Agency

## MRB Cost Benefit Calculator

Date May 18, 2023  
Project Title NORTH AMERICAN TAPES  
Project Location 22430 CR 196 WATERTOWN, NY 13601



## Economic Impacts

Summary of Economic Impacts over the Life of the PILOT

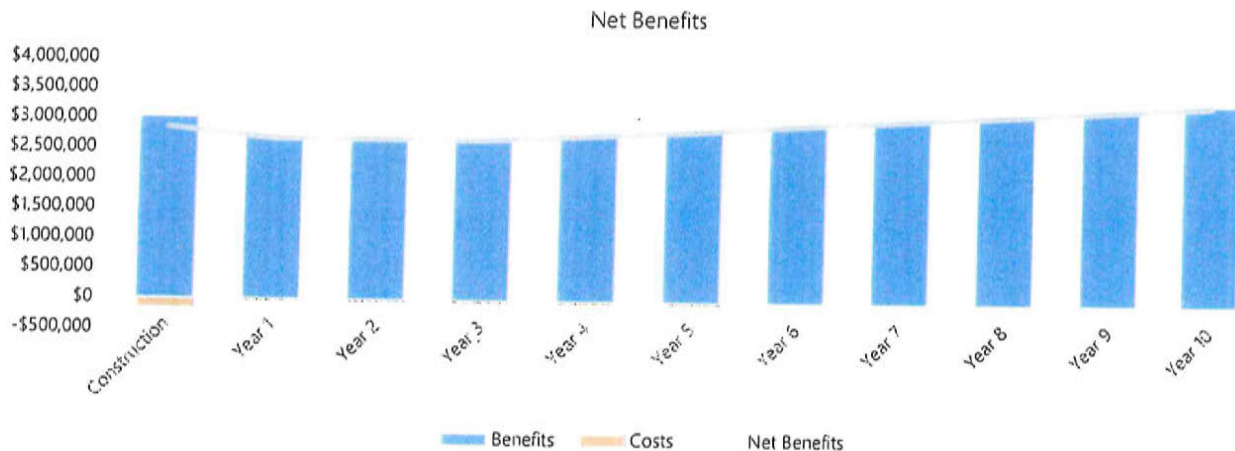
\$6,991,310

Construction			
	Direct	Indirect	Total
Jobs	23	11	34
Earnings	\$2,312,931	\$528,353	\$2,841,284
Local Spend	\$5,593,048	\$1,897,330	\$7,490,378

Operating			
Aggregate over life of the PILOT			
	Direct	Indirect	Total
Jobs	45	19	64
Earnings	\$34,131,650	\$10,884,120	\$45,015,770

Figure 1



Net Benefits chart will always display construction through year 10, irrespective of the length of the PILOT.

Figure 2

### Total Jobs

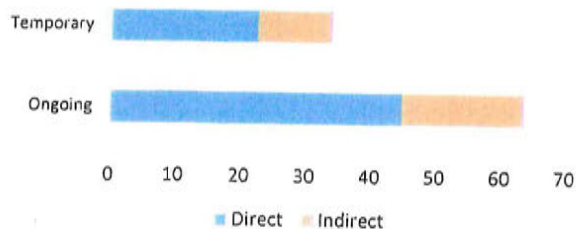
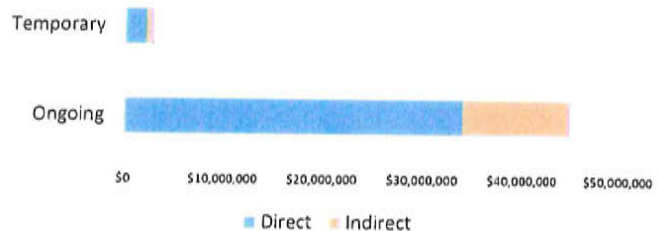


Figure 3

### Total Earnings



Ongoing earnings are all earnings over the life of the PILOT.

## Fiscal Impacts



Cost-Benefit Analysis Tool powered by MRB Group

### Estimated Costs of Exemptions

	Nominal Value	Discounted Value*
Property Tax Exemption	\$229,316	\$208,452
Sales Tax Exemption	\$120,000	\$120,000
Local Sales Tax Exemption	\$60,000	\$60,000
State Sales Tax Exemption	\$60,000	\$60,000
Mortgage Recording Tax Exemption	\$33,750	\$33,750
Local Mortgage Recording Tax Exemption	\$11,250	\$11,250
State Mortgage Recording Tax Exemption	\$22,500	\$22,500
<b>Total Costs</b>	<b>\$383,066</b>	<b>\$362,202</b>

### State and Local Benefits

	Nominal Value	Discounted Value*
<b>Local Benefits</b>	<b>\$48,444,865</b>	<b>\$41,499,044</b>
To Private Individuals	<u>\$47,857,055</u>	<u>\$41,012,140</u>
Temporary Payroll	\$2,841,284	\$2,841,284
Ongoing Payroll	\$45,015,770	\$38,170,855
Other Payments to Private Individuals	\$0	\$0
To the Public	<u>\$587,810</u>	<u>\$486,904</u>
Increase in Property Tax Revenue	\$252,811	\$199,819
Temporary Jobs - Sales Tax Revenue	\$19,889	\$19,889
Ongoing Jobs - Sales Tax Revenue	\$315,110	\$267,196
Other Local Municipal Revenue	\$0	\$0
<b>State Benefits</b>	<b>\$2,488,567</b>	<b>\$2,132,631</b>
To the Public	<u>\$2,488,567</u>	<u>\$2,132,631</u>
Temporary Income Tax Revenue	\$127,858	\$127,858
Ongoing Income Tax Revenue	\$2,025,710	\$1,717,688
Temporary Jobs - Sales Tax Revenue	\$19,889	\$19,889
Ongoing Jobs - Sales Tax Revenue	\$315,110	\$267,196
<b>Total Benefits to State &amp; Region</b>	<b>\$50,933,432</b>	<b>\$43,631,675</b>

### Benefit to Cost Ratio

	Benefit*	Cost*	Ratio
Local	\$41,499,044	\$279,702	148:1
State	\$2,132,631	\$82,500	26:1
<b>Grand Total</b>	<b>\$43,631,675</b>	<b>\$362,202</b>	<b>120:1</b>

\*Discounted at 2%

### Additional Comments from IDA

Does the IDA believe that the project can be accomplished in a timely fashion? Yes

**Application to**  
**Jefferson County Industrial**  
**Development Agency (JCIDA)**

- ☐ **Tax Exempt Bond Financing**
- ☐ **Taxable Bond Financing**
- ☒ **Lease Leaseback Transaction**

Please contact the agency for more information  
regarding project eligibility and application process.

Applicant (Company) Name:  
North American Tapes, LLC


Applicant Address:  
22430 Fisher Road, Watertown, NY 13601

Phone:  
315-779-2822

E-mail:  
dprance@northamericantapes.com

Application Date: 6/6/23

**Internal Use Only**

Staff Signature and Date of Submission: 

Completed Application Date: 6/6/23 Staff Initial \_\_\_\_\_

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: April 10, 2023

# Fee Schedule

Updated as of the date of the document

## Taxable and Tax Exempt Industrial Development Revenue Bonds

<b>Application Fee:</b>	A non-refundable fee of \$2,500.00 is payable to the JCIDA at the time the application is submitted. This fee will be credited towards the total fee at closing.
<b>Fee:</b>	First \$10 million – 1.5% of the principal amount of the bond series. \$10 million - \$20 million – 1% of the bond series. Any amount over \$20 million – 0.5% of the bond series.  Annual Fee - \$1,500.00
<b>Point of Contact:</b>	David Zembiec – CEO JCIDA+1 (315) 782-5865

## Lease Leaseback Transactions

<b>Application Fee:</b>	A non-refundable fee of \$2,500.00 is payable to the JCIDA at the time the application is submitted. This fee will be credited towards the total fee at closing.
<b>Fee:</b>	With a PILOT: First \$10 million – 1.5% Second \$10-\$20 million - 0.5% Any amount over \$20 million - 0.25%  No PILOT – 25% of the abatement value  Annual Fee - \$1,000.00  Application for Re-Assignment of benefits to new ownership - \$2,000.00
<b>Renewable Energy Projects:</b>	Annual Administrative Fee - \$1,500.00
<b>Point of Contact:</b>	David Zembiec - CEO JCIDA +1 (315)782-5865

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_



**HOLD HARMLESS AGREEMENT AND APPLICATION DISCLAIMER  
CERTIFICATION PURSUANT TO NEW YORK STATE  
FREEDOM OF INFORMATION LAW ("FOIL")**

Through submission of this Application for Financial Assistance (this "Application"), the Company acknowledges that the Agency, as a public benefit corporation, is subject to the New York State Freedom of Information Law ("FOIL") and Open Meetings Law ("OML"), as codified pursuant to the Public Officers Law ("POL") of the State of New York (the "State"). Accordingly, unless portions hereof are otherwise protected in accordance with this Certification, this Application, including all Company-specific information contained herein, is subject to public disclosure in accordance with applicable provisions of the POL, Article 18-A of the General Municipal Law ("GML") and the Public Authorities Accountability Act of 2005, as codified within the Public Authorities Law ("PAL") of the State. Specifically, this Application may be disclosed by the Agency to any member of the public pursuant to a properly submitted request under FOIL and the Agency is further required to affirmatively disclose certain provisions contained herein pursuant to the GML and PAL, including the identification of the Company, general project description, location proposed capital investment and job estimates.

Notwithstanding the foregoing, the Company, pursuant to this Certification, may formally request that the Agency consider certain information contained within this Application and other applicable supporting materials proprietary information and "trade secrets", as defined within POL Section 87(2)(d). To the extent that any such information should qualify as trade secrets, the Company hereby requests that the Agency redact same in the event that formal disclosure is requested by any party pursuant to FOIL. Application Sections or information requested by Company for Redaction\*:

---

---

---

---

---

---

---

---

(\* - Please indicate specific sections within Application that the Company seeks to qualify as "trade secrets". Additional correspondence or supporting information may be attached hereto. Please also note that notwithstanding the Company's request, the Agency shall make an independent determination of the extent to which any information contained herein may be considered as such)

In the event that the Agency is served with or receives any subpoena, request for production, discovery request, or information request in any forum that calls for the disclosure of the Application, in entirety, specifically including but not limited to any demand or request for production or review of Company-designated trade secrets, the Agency agrees to notify the Company as promptly as is reasonably possible, and to utilize its best efforts to: oppose or decline any such request; preserve the confidentiality and non-disclosure of such requested confidential material; and maintain such information and prevent inadvertent disclosure in responding to any such discovery or information request. The Company understands and agrees that all reasonable costs, including attorney's fees, associated with any such formal undertaking by the Agency to protect the trade secrets from disclosure shall be reimbursed by the Company to the Agency.

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

## Section I: Applicant Information

Please answer all questions. Use "None" or "Not Applicable" where necessary.

**A) Applicant Information-company receiving benefit:**

Applicant Name: North American Tapes, LC  
 Applicant Address: 22430 Fisher Road, Watertown, NY 13601  
 Phone: 315-779-2822 Fax: 315-779-8051  
 Website: www.northamericantapes.com E-mail: [REDACTED]  
 Federal ID#: 04-3765918 NAICS: 322220  
 Will a Real Estate Holding Company be utilized to own the Project property/facility? ☐ Yes or ☒ No  
 What is the name of the Real Estate Holding Company: n/a  
 Federal ID#: \_\_\_\_\_  
 State and Year of Incorporation/Organization: New York 2003  
 List of stockholders, members, or partners of Real Estate Holding Company: \_\_\_\_\_

**Renewable Energy Projects:** Attach ownership chart and indicate companies that will eventually own and operate project \_\_\_\_\_

**B) Individual Completing Application:**

Name: Darrin Prance  
 Title: President  
 Address: 17557 Morris Tract Road, Chaumont, NY 13622  
 Phone: 315-649-5672 Fax: 315-779-8051  
 E-Mail: [REDACTED]

**C) Company Contact (if different from Section B above):**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_

**D) Company Counsel:**

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_



Name of Attorney: Andrew Capone

Firm Name: Capone Law Firm

Address: 120 Washing Street, #310, Watertown, NY 13601

Phone: 315-788-3030

Fax: 315-788-3780

E-mail: andrew@caponelawfirm.com

**E) Identify the assistance being requested of the Agency (select all that apply):**

- |                                     |  |
|-------------------------------------|--|
| 1. Exemption from Sales Tax         | <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No |
| 2. Exemption from Mortgage Tax      | <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No |
| 3. Exemption from Real Property Tax | <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No |
| 4. Tax Exempt Financing *           | <input type="checkbox"/> Yes or <input type="checkbox"/> No            |

\* (typically for not-for-profits and qualified small manufacturers)

**F) Applicant Business Information (check appropriate category):**

Corporation	<input type="checkbox"/>	Partnership	<input type="checkbox"/>
Public Corporation	<input type="checkbox"/>	Joint Venture	<input type="checkbox"/>
Sole Proprietorship	<input type="checkbox"/>	Limited Liability Company	<input checked="" type="checkbox"/>

Other (please specify) \_\_\_\_\_

Year Established: 2003

State in which Organization is established: New York

**G) List all applicant stockholders, members or partners with % of ownership greater than 5% (including all parent entities) [INCLUDE CHART]**

NOTE: All applicants must include a current ownership chart reflecting equity ownership. Applications will not be accepted or deemed complete without this information.

The Agency's acceptance of this application will be specific to the existing equity ownership of the applicant and the Agency's ultimate approval is likewise specific to the applicant equity ownership (the taxpayer beneficiaries of the Agency's financial assistance). The Agency's approval of any proposed project shall be specific to the equity ownership of the Company at the time of application to the Agency. The Agency's approval of any financial assistance, including real property tax exemptions, is non-transferrable and may not be assigned or assumed without the Agency's prior written consent. Any transfer in excess of fifty percent (50%) of the equity voting interests of the Company (including all parent companies of the Company through and including the ultimate taxpayer(s) owning or controlling

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

the Company), other than to a Related Person of the Company, shall be deemed an assignment and require the prior written consent of the Agency. Any proposed assignment shall require the prior written consent of the Agency upon written application no less than 45 days prior to a regularly scheduled meeting of the Agency.

<u>Name</u>	<u>% of ownership</u>
Darrin Prance	25
Marin Lesmoine	25
B Sharholders	50 (8 Individuals)

**H) Applicant Business Description:**

Describe in detail company background, products, customers, goods and services. Description is critical in determining eligibility: Athletic Tape Manufacturer

Estimated % of sales within Jefferson County: none

Estimated % of sales outside Jefferson County, but within New York State: none

Estimated % of sales outside New York State but within the U.S.: 60%

Estimated % of sales outside the U.S. 40%

(\*Percentage to equal 100%)

I) What percentage of your total annual supplies, raw materials and vendor services are purchased from firms in Jefferson County. Include list of vendors, raw material suppliers and percentages for each. Provide supporting documentation including estimated percentage of local purchases.  
none

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

## Section II: Project Description & Details

### A) Project Location:

List your current operation(s) locations in Jefferson County:  
 22430 Fisher Road, Watertown, NY 13601

List your current operation(s) locations in New York State:  
 same as above

Provide the Property Address of the proposed Project:  
 same as above

Will the completion of the Project result in the removal, or reduction of an industrial or manufacturing plant of the Applicant from: one area of New York State to Jefferson County; or within Jefferson County?

☐ Yes or No ☒

If Yes, please provide details \_\_\_\_\_

Will the completion of the Project result in the abandonment of one or more plants or facilities of the Applicant located within New York State?

☐ Yes or No ☒

If Yes, please provide details \_\_\_\_\_

Will the Proposed Project cause Applicant's current operations within Jefferson County to be closed or be subjected to reduced activity?

☐ Yes or No ☒

If Yes, please provide details \_\_\_\_\_

If Yes to any of the above three (3) questions, Applicant must complete Section IV of this Application.

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Will the completion of the Project result in the abandonment, removal, or reduction of an industrial or manufacturing plant of a closely aligned competitor from one area of New York State or Jefferson County?

☐ Yes or ☒ No

If Yes, please provide details \_\_\_\_\_

SBL Number for Property upon which proposed Project will be located: 73.20-1-17

What are the current real estate taxes on the proposed Project Site? \$18,663.18/town&county

If amount of current taxes is not available, provide assessed value for each:

Land: \$ 250,000

Buildings(s): \$ \_\_\_\_\_

**\*\* If available please include a copy of current tax bill.**

Are Real Property Taxes current? ☒ Yes or ☐ No. If no, please explain \_\_\_\_\_

Town/City/Village: Town of Watertown School District: General Brown

Does the Applicant or any related entity currently hold fee title to the Project site? ☒ Yes or ☐ No

If No, indicate name of present owner of the Project Site: \_\_\_\_\_

Does Applicant or related entity have an option/contract to purchase the Project site? ☐ Yes or ☐ No

**B) Please provide narrative of project and the purpose of the project (new build, renovations, and/or equipment purchases). Identify specific uses occurring within the project. Describe any and all tenants and any/all end users: (This information is critical in determining project eligibility):** \_\_\_\_\_

New build, 120'x160' warehouse (See attached for more detail)

**Describe the reasons why the Agency's Financial Assistance is necessary, and the effect the Project will have on the Applicant's business or operations. Focus on competitiveness issues, project shortfalls, etc... Your eligibility determination will be based in part on your answer (attach additional pages if necessary):** \_\_\_\_\_

To stay competitive with any competitors in other states and countries

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Is there a strong possibility that the Project would not be undertaken but for the Financial Assistance provided by the Agency?

Yes or ☒ No ☐

If Yes, please provide details: The capital investment needed to install new production equip  
and to expand the facility so we can accommodate that equipment would be prohibitively high

If the Project could be undertaken without Financial Assistance provided by the Agency, then provide a statement in the space provided below indicating why the Project should be undertaken by the Agency: \_\_\_\_\_

Same as above, we did not plan on equipment and building same year but  
supply issues on building materials delayed the project. Also note machines have  
been ordered/purchased over a year ago.

If the Applicant is unable to obtain Financial Assistance for the Project, what will be the impact on the Applicant? Without the expansion, manufacturing space will be  
too tight to accommodate additional manufacturing lines to support continued growth

C) Will Project include leasing any equipment ☐ Yes or ☒ No

If Yes, please describe: \_\_\_\_\_

D) Site Characteristics:

Describe the present use of the proposed Project site: Vacant Land

Will the Project meet zoning/land use requirements at the proposed location? ☐ Yes or ☒ No

If Yes, please provide local zoning reference that applies: \_\_\_\_\_

For Renewable Energy Projects – provide acres ☐ leased or ☐ owned: \_\_\_\_\_

Describe the present zoning/land use: \_\_\_\_\_

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

Describe required zoning/land use, if different: \_\_\_\_\_

If a change in zoning/land use is required, please provide details/status of any request for change of zoning/land use requirements: \_\_\_\_\_

Is the proposed project located on a site where the known or potential presence of contaminants is complicating the development/use of the property? If yes, please explain: No

Have site plans been submitted to the appropriate planning board or department?

☐ Yes or ☒ No

\*\* If yes, please provide the Agency with a copy of the related State Environmental Quality Review Act ("SEQR") Environmental Assessment Form that may have been required to be submitted along with the site plan application to the appropriate planning department. Please provide the Agency with the status with respect to any required planning department approval: \_\_\_\_\_

Has the Project received site plan approval from the planning department? ☐ Yes or ☒ No.

If Yes, please provide the Agency with a copy of the planning department approval along with the related SEQR determination.

E) Has a Phase I Environmental Assessment been prepared, or will one be prepared with respect to the proposed project site? ☐ Yes or ☒ No If yes, please provide a copy.

F) Have any other studies or assessments been undertaken with respect to the proposed project site that indicate the known or suspected presence of contamination that would complicate the site's development?

☐ Yes or ☒ No. If yes, please provide copies of the study

G) Provide any additional information or details: \_\_\_\_\_

H) Select Project Type for all end users at project site (you may check more than one):

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

\*\* Please check any and all end users as identified below.

Industrial	<input checked="" type="checkbox"/>	Back Office	<input type="checkbox"/>
Acquisition of Existing Facility	<input type="checkbox"/>	Retail	<input type="checkbox"/>
Housing	<input type="checkbox"/>	Mixed Use	<input type="checkbox"/>
Equipment Purchase	<input type="checkbox"/>	Facility for Aging	<input type="checkbox"/>
Multi-Tenant	<input type="checkbox"/>	Civic Facility (not for profit)	<input type="checkbox"/>
Commercial	<input type="checkbox"/>	Other _____	<input type="checkbox"/>

\*\* Will customers personally visit the Project site for either of the following economic activities? If yes with respect to either economic activity indicated below, complete the Retail Questionnaire contained in Section III of the Application.

Retail Sales: ☐ Yes or ☒ No

Services: ☐ Yes or ☒ No

For purposes of this question, the term "retail sales" means (i) sales by a registered vendor under Article 28 of the Tax Law of the State of New York (the "Tax Law") primarily engaged in the retail sale of tangible personal property (as defined in Section 1101(b)(4)(i) of the Tax Law), or (ii) sales of a service to customers who personally visit the Project.

#### I) Project Information:

##### Estimated costs in connection with Project:

*Renewable Energy Projects use Cost Section on page 11.*

1. Land and/or Building Acquisition: \$ \_\_\_\_\_  
\_\_\_\_\_ acres \_\_\_\_\_ square feet
2. New Building Construction: \_\_\_\_\_ square feet \$ \_\_\_\_\_
3. New Building Addition(s): 19,200 square feet \$ 2,500,000
4. Infrastructure Work \$ \_\_\_\_\_
5. Reconstruction/Renovation: \_\_\_\_\_ square feet \$ \_\_\_\_\_
6. Manufacturing Equipment: \$ 3,991,310
7. Non-Manufacturing Equipment (furniture, fixtures, etc.): \$ \_\_\_\_\_
8. Soft Costs: (professional services, etc.): \$ 500,000
9. Other, Specify: \_\_\_\_\_ \$ \_\_\_\_\_

TOTAL Capital Costs: \$ 6,991,310

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

**Renewable Energy Project: Project Costs**

1. Project size \_\_\_\_\_ MWac \_\_\_\_\_ MWdc
2. Solar equipment costs \$ \_\_\_\_\_  
(panels, racking, all solar equipment to inverters)
3. Site equipment and FF&E costs \$ \_\_\_\_\_  
(on-production equipment from inverter to interconnection,  
including site fencing, security and other equipment)
4. Site work and land preparation costs \$ \_\_\_\_\_  
(earthwork, roadways, landscaping, and site plan  
improvements, highway cuts, wetland mitigation and  
other onsite infrastructure costs)
5. All interconnection costs whether direct or indirect \$ \_\_\_\_\_  
expense through utility
6. All pre-development costs, including planning, engineering, \$ \_\_\_\_\_  
site plan and permitting
7. Battery storage costs \$ \_\_\_\_\_
8. Battery storage capacity \_\_\_\_\_ MWac \_\_\_\_\_ MWdc
9. All other soft costs including legal, planning and permitting \$ \_\_\_\_\_
10. Community benefit payments or impact fees \$ \_\_\_\_\_
11. Community adder \$ \_\_\_\_\_
12. Community or market transition credit \$ \_\_\_\_\_
13. Total annual lease amount for project \$ \_\_\_\_\_
14. Other (please identify): \$ \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Total: \$ \_\_\_\_\_

Have any of the above costs been paid or incurred as of the date of this Application? ☐ Yes or ☐ No

If Yes, describe particulars: \_\_\_\_\_

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023



**Project refinancing; estimated amount**

(for refinancing of existing debt only)

\$ \_\_\_\_\_

**Sources of Funds for Project Costs:**

Bank Financing:

4,500,000

Equity (excluding equity that is attributed to grants/tax credits)

2,491,310

Tax Exempt Bond Issuance (if applicable)

Taxable Bond Issuance (if applicable)

Public Sources (Include sum total of all state and federal grants and tax credits)

\$ \_\_\_\_\_

Identify each state and federal grant/credit:

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

Total Sources of Funds for Project Costs:

\$

6,991,310Have any of the above costs been paid or incurred as of the date of this Application? ☒ Yes or ☐ No

If Yes, describe particulars: \_\_\_\_\_

\$1,146,255 was used to purchase and to make down payments of equipment

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

**Mortgage Recording Tax Exemption Benefit:** Amount of mortgage that would be subject to mortgage recording tax:

Mortgage Amount (include sum total of construction/permanent/bridge financing): \$ \_\_\_\_\_

Estimated Mortgage Recording Tax Exemption Benefit (product of mortgage Amount as indicated above multiplied by \_\_%): \$ \_\_\_\_\_

**Construction Cost Breakdown:**

Total Cost of Construction \$ 2,500,000 (sum of 2,3,4,5, and/or 7 in Question I, above)

Cost for materials: \$ 1,500,000

% sourced in Jefferson County: \_\_\_\_\_%

% sourced in New York State \_\_\_\_\_% (including Jefferson County)

List major material suppliers if known \_\_\_\_\_

Cost for labor: \$ 1,000,000

Expected Full-Time Equivalent Jobs during construction \_\_\_\_\_

Expected Total Labor Hours during construction \_\_\_\_\_

List major subcontractors, if known \_\_\_\_\_

**Sales and Use Tax:** Gross amount of costs for goods and services that are subject to State and local Sales and Use tax - said amount to benefit from the Agency's Sales and Use Tax exemption benefit:

\$ 1,500,000

Estimated State and local Sales and Use Tax Benefit (product of <sup>8</sup>\_\_\_\_% multiplied by the figure, above):

\$ 120,000

*\*\* Note that the estimate provided above will be provided to the New York State Department of Taxation and Finance. The Applicant acknowledges that the transaction documents may include a covenant by the Applicant to undertake the total amount of investment as proposed within this Application, and that the estimate, above, represents the maximum amount of sales and use tax benefit that the Agency may authorize with respect to this Application. The Agency may utilize the estimate, above, as well as the proposed total Project Costs as contained within this Application, to determine the Financial Assistance that will be offered.*

**Real Property Tax Benefit:**

Identify and describe if the Project will utilize a real property tax exemption benefit OTHER THAN the Agency's PILOT benefit: \_\_\_\_\_

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

**JCIDA PILOT Benefit:** Agency staff will indicate the amount of PILOT Benefit based on estimated Project Costs as contained herein and anticipated tax rates and assessed valuation, including the annual PILOT Benefit abatement amount for each year of the PILOT benefit year and the sum total of PILOT Benefit abatement amount for the term of the PILOT as depicted in Section II(I) of the Application.

**Percentage of Project Costs financed from Public Sector sources:** Agency staff will calculate the percentage of Project Costs financed from Public Sector sources based upon Sources of Funds for Project Costs as depicted above in Section II(I) of the Application.

J) For the proposed facility, please indicate the square footage for each of the uses outlined below:

\*If company is paying for FFE for tenants, please include in cost breakdown

	Square Footage	Cost	% of Total Cost of Project
Manufacturing/Processing			
Warehouse	19,200	\$2,500,000	(\$6,492,893) 39%
Research & Development			
Commercial			
Retail (see section K)			
Office			
Specify Other			

K) What is your project timetable (Provide dates):

1. Start date: acquisition of equipment or construction of facilities: September 5, 2023
2. Estimated completion date of project: January 2024
3. Project occupancy – estimated starting date of operations: January 2024
4. Have construction contracts been signed? ☐ Yes or ☒ No
5. Has Financing been finalized? ☐ Yes or ☒ No

**\*\* If constructions contracts have been signed, please provide copies of executed construction contracts and a complete project budget. The complete project budget should include all related construction costs totaling the amount of the new building construction, and/or new building addition(s), and/or renovation.**

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

L) Is the proposed Project necessary to expand Applicant employment: ☒ Yes or ☒ No

Is the proposed Project necessary to retain existing employment: ☒ Yes or ☐ No

M) Employment Plan (Specific to the proposed project location):

	Current # of jobs at proposed project location or to be relocated at project location	IF FINANCIAL ASSISTANCE IS GRANTED – project the number of FTE jobs to be RETAINED	IF FINANCIAL ASSISTANCE IS GRANTED – project the number of FTE jobs to be CREATED upon THREE Years after Project completion
**Full time (FTE)	45	45	

\*\* By statute, Agency staff must project the number of FTE jobs that would be retained and created if the request for Financial Assistance is granted. Agency staff will project such jobs over the Three-Year time period following Project completion. convert part-time jobs into FTE jobs by dividing the number of part-time jobs by two (2). A FTE job is one that works the equivalent of a 40-hour week for 48 weeks. A part-time job is one that works the equivalent of a 20-hour week for 24 weeks.

Salary and Fringe Benefits for Jobs to be Retained and Created:

Category of Jobs to be Retained and Created	FTE	Average Salary or Range of Salary	Average Fringe Benefits or Range of Fringe Benefits
Management	2	\$65,980.00	\$1,490.58
Professional	1	200,000.00	27,680.00
Administrative	3	51,437.67	2,235.87
Production	34	37,118.83	25,339.86
Transportation/Logistics	0	0	0
Warehousing	2	40,040.00	1,490.58
Other	3	36,319.00	2,235.87
TOTAL	45	430,895.50	60,472.76

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

Employment at other locations in County/City/Town/Village: (provide address and number of employees at each location):

Location Address		
Full time		
Part Time		
Total		

N) Will any of the facilities described above be closed or subject to reduced activity? ☐ Yes or ☒ No

**\*\* If any of the facilities described above are located within the State of New York, and you answered Yes to the question, above, you must complete Section IV of this Application.**

**\*\* Please note that the Agency may utilize the foregoing employment projections, among other items, to determine the Financial Assistance that will be offered by the Agency to the Applicant. The Applicant acknowledges that the transaction documents may include a covenant by the Applicant to retain the number of jobs and create the number of jobs with respect to the Project as set forth in this Application.**

O) Is the proposed Project reasonably necessary to prevent the Applicant from moving out of New York State? ☐ Yes or ☒ No. Out of Jefferson County? ☐ Yes or ☒ No.

If yes, please explain and identify the other locations being investigated, type of assistance offered and provide supporting documentation if available: \_\_\_\_\_

P) What competitive factors led you to inquire about sites outside of Jefferson County or New York State? \_\_\_\_\_

Q) Have you contacted or been contacted by other Local, State and/or Federal Economic Development Agencies? ☐ Yes or ☒ No.

Have you applied, or intend to apply for additional Grant Funding, or tax incentives? ☐ Yes or ☒ No.

If yes, please identify which agencies and what other Local, State and/or Federal assistance and the assistance sought and dollar amount that is anticipated to be received: \_\_\_\_\_

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

### Section III Retail Questionnaire

To ensure compliance with Section 862 of the New York General Municipal Law, the Agency requires additional information if the proposed Project is one where customers personally visit the Project site to undertake either a retail sale transaction or to purchase services.

Please answer the following:

- A. Will any portion of the Project (including that portion of the cost to be financed from equity or other sources) consist of facilities or property that are or will be primarily used in making sales of goods or services to customers who personally visit the project site?

☐ Yes or ☒ No. If the answer is yes, please continue. If no, proceed to section V

For purposes of Question A, the term "retail sales" means (i) sales by a registered vendor under Article 28 of the Tax Law of the State of New York (the "Tax Law") primarily engaged in the retail sale of tangible personal property (as defined in Section 1101(b)(4)(i) of the Tax Law), or (ii) sales of a service to customers who personally visit the Project.

- B. What percentage of the cost of the Project will be expended on such facilities or property primarily used in making sales of goods or services to customers who personally visit the project? \_\_\_\_\_%. If the answer is less than 33% do not complete the remainder of the retail determination and proceed to section V.

If the answer to A is Yes AND the answer to Question B is greater than 33.33%, indicate which of the following questions below apply to the project:

1. Will the Project be operated by a not-for-profit corporation ☐ Yes or ☐ No.
2. Is the Project location or facility likely to attract a significant number of visitors from outside the economic development region (list specific County or ED region) in which the project will be located?  
☐ Yes or ☐ No

If yes, please provide a third-party market analysis or other documentation supporting your response.

3. Is the predominant purpose of the Project to make available goods or services which would not, but for the Project, be reasonably accessible to the residents of the municipality within which the proposed Project would be located because of a lack of reasonably accessible retail trade facilities offering such goods or services?

☐ Yes or ☐ No

If yes, please provide a third-party market analysis or other documentation supporting your response.

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

4. Will the Project preserve permanent, private sector jobs or increase the overall number of permanent, private sector jobs in the State of New York?

☒ Yes or ☐ No.

If yes, explain Jobs, machine operations and more management.

5. Is the Project located in a Highly Distressed Area? ☐ Yes or ☒ No

#### Section IV Inter-Municipal Move Determination

The Agency is required by State law to make a determination that, if completion of a Project benefiting from Agency Financial Assistance results in the removal of an industrial or manufacturing plant of the Applicant from one area of New York State to another area of the State; or in the abandonment of one or more plants or facilities of the Applicant located within the New York State, Agency Financial Assistance is required to prevent the Applicant from relocating out of the New York State, or is reasonably necessary to preserve the Applicant's competitive position in its respective industry.

Explain how the Agency's Financial Assistance is required to prevent the Project from relocating out of New York State, or is reasonably necessary to preserve the Project occupant's competitive position in its respective industry: \_\_\_\_\_

#### Section V Adaptive Reuse Determination

(Adaptive Reuse is the process of adapting old structures or sites for new purposes)

Are you applying for a tax incentive under the Adaptive Reuse Program? ☐ Yes or ☐ No

If No, please proceed to next Section

- A) What is the age of the structure (in years) \_\_\_\_\_
- B) Has the structure been vacant or underutilized for a minimum of 3 years? (Underutilized is defined as a minimum of 50% of the rentable square footage of the structure being utilized for a use for which the structure was not designed or intended) ☐ Yes or ☐ No. How many years? \_\_\_\_\_
- C) Is the structure currently generating insignificant income? (Insignificant income is defined as income that is 50% or less than the market rate income average for that property class) ☐ Yes or ☒ No  
If yes, please provide dollar amount of income being generated, if any \_\_\_\_\_

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023



- D) Does the site have historical significance? ☐ Yes or ☒ No
- E) Are you applying for either State/Federal Historical Tax Credit Programs? ☐ Yes or ☒ No. If yes, provide estimated value of tax credits \_\_\_\_\_
- F) Summarize the financial obstacles to development that this project faces without Agency or other public assistance. Please provide the Agency with documentation to support the financial obstacles to development (you will be asked to provide cash flow projections, documenting costs, expenses and revenues with and without IDA and other tax credits included indicating below average return on investment rates compared to regional industry averages): \_\_\_\_\_  
 \_\_\_\_\_
- G) Briefly summarize the demonstrated support that you intend to receive from local government entities. Please provide the Agency documentation of this support in the form of signed letters from these entities:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- H) Please indicate other factors that you would like the Agency to consider such as: structure or site presents significant public safety hazard and or environmental remediation costs, site or structure is located in distressed census tract, structure presents significant costs associated with building code compliance, site has historical significance, site or structure is presently delinquent in property tax payments:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

### Section VI: Estimate of Real Property Tax Abatement Benefits and Percentage of Project Costs financed from Public Sector sources

\*\* Section V of this Application will be: (i) completed by IDA Staff based upon information contained within the Application, and (ii) provided to the Applicant for ultimate inclusion as part of this completed Application.

#### PILOT Estimate Table Worksheet

Dollar Value of New Construction and Renovation Costs	Estimated New Assessed Value of Property Subject to IDA*	County Tax Rate/1000	Local Tax Rate (Town/City/Village)/1000	School Tax Rate/1000

\*Apply equalization rate to value

PILOT Year	% Payment	County PILOT Amount	Local PILOT Amount	School PILOT Amount	Total PILOT	Full Tax Payment w/o PILOT	Net Exemption
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
TOTAL							

\*Estimates provided are based on current property tax rates and assessment values

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

**Percentage of Project Costs financed from Public Sector Table Worksheet:**

Total Project Cost	Estimated Value of PILOT	Estimated Value of Sales Tax Incentive	Estimated Value of Mortgage Tax Incentive	Total of Other Public Incentives (Tax Credits, Grants, ESD Incentives, etc.)

Calculate %

(Est. PILOT + Est. Sales Tax+ Est. Mortgage Tax+ Other)/Total Project Costs: \_\_\_\_\_%

JCIDA will also complete a Cost-Benefit analysis using information contained within this Application, and available to the Public.

**Section VII Representations, Certifications and Indemnification**

Darrin Prance (name of CEO or other authorized representative of Applicant) confirms and says that he/she is the President (title) of North American Tapes, LLC (name of corporation or other entity) named in the attached Application (the "Applicant"), that he/she has read the foregoing Application and knows the contents thereof, and hereby represents, understands, and otherwise agrees with the Agency and as follows:

- A. Job Listings: In accordance with Section 858-b(2) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed with the New York State Department of Labor Community Services Division (the "DOL") and with the administrative entity (collectively with the DOL, the "JTPA Entities") of the service delivery area created by the federal job training partnership act (Public Law 97-300) ("JTPA") in which the Project is located.
- B. First Consideration for Employment: In accordance with Section 858-b(2) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, where practicable, the Applicant will first consider persons eligible to participate in JTPA programs who shall be referred by the JTPA Entities for new employment opportunities created as a result of the Project.
- C. Annual Sales Tax Filings: In accordance with Section 874(8) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any sales tax exemptions as part of the Financial Assistance from the Agency, in accordance with Section 874(8) of the General Municipal Law, the Applicant agrees to file, or cause to be

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the Applicant and all consultants or subcontractors retained by the Applicant. Copies of all filings shall be provided to the Agency.

- D. **Employment Reports:** The Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the Agency, at least annually or as otherwise required by the Agency, reports regarding the number of people employed at the project site, salary levels, contractor utilization and such other information (collectively, "Employment Reports") that may be required from time to time on such appropriate forms as designated by the Agency. Failure to provide Employment Reports within 30 days of an Agency request shall be an Event of Default under the PILOT Agreement between the Agency and Applicant and, if applicable, an Event of Default under the Agent Agreement between the Agency and Applicant. In addition, a Notice of Failure to provide the Agency with an Employment Report may be reported to Agency board members, said report being an agenda item subject to the Open Meetings Law.
- E. The Applicant acknowledges that certain environmental representations will be required at closing. The Applicant shall provide with this Representation, Certification and Indemnification Form copies of any known environmental reports, including any existing Phase I Environmental Site Assessment Report(s) and/or Phase II Environmental Investigations. The Agency may require the Company and/or owner of the premises to prepare and submit an environmental assessment and audit report, including but not necessarily limited to, a Phase I Environmental Site Assessment Report and a Phase II Environmental Investigation, with respect to the Premises at the sole cost and expense of the owner and/or the Applicant. All environmental assessment and audit reports shall be completed in accordance with ASTM Standard Practice E1527-05, and shall be conformed over to the Agency so that the Agency is authorized to use and rely on the reports. The Agency, however, does not adopt, ratify, confirm or assume any representation made within reports required herein.
- F. The Applicant and/or the owner, and their successors and assigns, hereby release, defend and indemnify the Agency from any and all suits, causes of action, litigations, damages, losses, liabilities, obligations, penalties, claims, demands, judgments, costs, disbursements, fees or expenses of any kind or nature whatsoever (including, without limitation, attorneys', consultants' and experts' fees) which may at any time be imposed upon, incurred by or asserted or awarded against the Agency, resulting from or arising out of any inquiries and/or environmental assessments, investigations and audits performed on behalf of the Applicant and/or the owner pursuant hereto, including the scope, level of detail, contents or accuracy of any environmental assessment, audit, inspection or investigation report completed hereunder and/or the selection of the environmental consultant, engineer or other qualified person to perform such assessments, investigations, and audits.
- G. **Hold Harmless Provision:** The Applicant acknowledges and agrees that the Applicant shall be and is responsible for all costs of the Agency incurred in connection with any actions required to be taken by the Agency in furtherance of the Application including the Agency's costs of general counsel and/or the Agency's bond/transaction counsel whether or not the Application, the proposed Project it describes, the attendant negotiations, or the issue of bonds or other transaction or agreement are ultimately ever carried to successful conclusion and agrees that the Agency shall not be liable for and agrees to indemnify, defend, and hold the Agency

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

harmless from and against any and all liability arising from or expense incurred by: (i) the Agency's examination and processing of, and action pursuant to or upon, the Application, regardless of whether or not the Application or the proposed Project described herein or the tax exemptions and other assistance requested herein are favorably acted upon by the Agency; (ii) the Agency's acquisition, construction and/or installation of the proposed Project described herein; and (iii) any further action taken by the Agency with respect to the proposed Project including, without limiting the generality of the foregoing, all causes of action and attorney's fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. Applicant hereby understands and agrees, in accordance with Section 875(3) of the New York General Municipal Law and the policies of the Agency that any New York State and local sales and use tax exemption claimed by the Applicant and approved by the Agency, any mortgage recording tax exemption claimed by the Applicant and approved by the Agency, and/or any real property tax abatement claimed by the Applicant and approved by the Agency, in connection with the Project, may be subject to recapture and/or termination by the Agency under such terms and conditions as will be established by the Agency and set forth in transaction documents to be entered into by and between the Agency and the Applicant. The Applicant further represents and warrants that the information contained in this Application, including without limitation information regarding the amount of the New York State and local sales and use tax exemption benefit, the amount of the mortgage recording tax exemption benefit, and the amount of the real property tax abatement, if and as applicable, to the best of the Applicant's knowledge, is true, accurate and complete.

- H. This obligation includes an obligation to submit an Agency Fee Payment to the Agency in accordance with the Agency Fee policy effective as of the date of this Application
- I. By executing and submitting this Application, the Applicant covenants and agrees to pay the following fees to the Agency and the Agency's general counsel and/or the Agency's bond/transaction counsel, the same to be paid at the times indicated:
- (i) a non-refundable \$\_\_\_\_ application and publication fee (the "Application Fee");
  - (ii) a \$\_\_\_\_ expense deposit for the Agency's Counsel Fee Deposit.
  - (iii) Unless otherwise agreed to by the Agency, an amount equal to \_\_\_\_\_ percent (\_\_\_\_%) of the total project costs.
  - (iv) All fees, costs and expenses incurred by the Agency for (1) legal services, including but not limited to those provided by the Agency's general counsel and/or the Agency's bond/transaction counsel, thus note that the Applicant is entitled to receive a written estimate of fees and costs of the Agency's general counsel and the Agency's bond/transaction counsel; and (2) other consultants retained by the Agency in connection with the proposed project, with all such charges to be paid by the Applicant at the closing.
- J. If the Applicant fails to conclude or consummate the necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable proper or requested action, or withdraws, abandons, cancels, or neglects the Application, or if the Applicant is unable to find buyers willing to purchase the bond issue requested, or if the Applicant is unable to facilitate the sale/leaseback or lease/leaseback transaction, then, upon the presentation of an invoice, Applicant shall pay to the Agency, its agents, or assigns all actual costs incurred by

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023



the Agency in furtherance of the Application, up to that date and time, including but not necessarily limited to, fees of the Agency's general counsel and/or the Agency's bond/transaction counsel.

- K. The Applicant acknowledges and agrees that all payment liabilities to the Agency and the Agency's general counsel and/or the Agency's bond and/or transaction counsel as expressed in Sections H and I are obligations that are not dependent on final documentation of the transaction contemplated by this Application.
- L. The cost incurred by the Agency and paid by the Applicant, the Agency's general counsel and/or bond/transaction counsel fees and the processing fees, may be considered as a cost of the Project and included in the financing of costs of the proposed Project, except as limited by the applicable provisions of the Internal Revenue Code with respect to tax-exempt bond financing.
- M. The Applicant acknowledges that it has been provided with a copy of the Agency's Policy for Termination of Agency Benefits and Recapture of Agency Benefits Previously Granted (the "Termination and Recapture Policy"). The Applicant covenants and agrees that it fully understands that the Termination and Recapture Policy is applicable to the Project that is the subject of this Application, and that the Agency will implement the Termination and Recapture Policy if and when it is so required to do so. The Applicant further covenants and agrees that its Project is potentially subject to termination of Agency financial assistance and/or recapture of Agency financial assistance so provided and/or previously granted.
- N. The Applicant understands and agrees that the provisions of Section 862(1) of the New York General Municipal Law, as provided below, will not be violated if Financial Assistance is provided for the proposed Project:
 

§ 862. Restrictions on funds of the agency. (1) No funds of the agency shall be used in respect of any project if the completion thereof would result in the removal of an industrial or manufacturing plant of the project occupant from one area of the state to another area of the state or in the abandonment of one or more plants or facilities of the project occupant located within the state, provided, however, that neither restriction shall apply if the agency shall determine on the basis of the application before it that the project is reasonably necessary to discourage the project occupant from removing such other plant or facility to a location outside the state or is reasonably necessary to preserve the competitive position of the project occupant in its respective industry.
- O. The Applicant confirms and acknowledges that the owner, occupant, or operator receiving Financial Assistance for the proposed Project is in substantial compliance with applicable local, state and federal tax, worker protection and environmental laws, rules and regulations.
- P. The Applicant confirms and acknowledges that the submission of any knowingly false or knowingly misleading information may lead to the immediate termination of any Financial Assistance and the reimbursement of an amount equal to all or part of any tax exemption claimed by reason of the Agency's involvement the Project.
- Q. The Applicant confirms and hereby acknowledges that as of the date of this Application, the Applicant is in substantial compliance with all provisions of Article 18-A of the New York

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

General Municipal Law, including, but not limited to, the provision of Section 859-a and Section 862(1) of the New York General Municipal Law.

- R. The Applicant and the individual executing this Application on behalf of Applicant acknowledge that the Agency and its counsel will rely on the representations and covenants made in this Application when acting hereon and hereby represents that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.

STATE OF NEW YORK )  
COUNTY OF JEFFERSON ) ss.:

**Darrin Prance**

\_\_\_\_\_, being first duly sworn, deposes and says:

1. That I am the President (Corporate Office) of North American Tapes, LLC (Applicant) and that I am duly authorized on behalf of the Applicant to bind the Applicant.
2. That I have read the attached Application, I know the contents thereof, and that to the best of my knowledge and belief, this Application and the contents of this Application are true, accurate and complete.

Subscribed and affirmed to me under penalties of perjury  
this 6 day of June, 2023

c)

Robin E Stephenson  
Notary Public, State of New York  
Reg. No. Registration No. 01ST4852402  
Qualified In Qualified In Jefferson County  
Commission Expires 6/14/2026

Revised Date: \_\_\_\_\_, Revision #: \_\_\_\_\_

Document Date: 4/10/2023

## North American Tapes, LLC

Over the last two years North American Tapes (NAT) has become the largest manufacturer of hockey tape in the world as well as increase demand for their other tape lines; trainers tape, industrial tapes etc. NAT sales have been growing steadily each year, reaching \$13 million in 2022 (a 40% increase), and are expected to increase with demand. The expansion will give the company the potential to meet the current increase in sales demand and to continue its growth.

Growth has been limited by warehouse space and equipment. The project involves expanding the existing manufacturing facility by an additional 19,200 square feet onto property already owned by the company. This will free up space currently used as a warehouse for the installation of new manufacturing equipment to increase production capacity and efficiency. The concept will help align the company's processes to move efficiently from one end of the facility to the other – from raw material processing and production to slitting, packaging, warehousing, and shipping. Existing racking will go into the newly added warehouse and shipping space.

The PILOT will enable the company to make the necessary investments in building and equipment – positioning the company to stay on top of increased demand.



PAM DESORMO, TAX COLLECTOR  
22867 COUNTY ROUTE 67  
WATERTOWN, NY 13601

# 2023 TOWN/COUNTY TAX TOWN OF WATERTOWN

BANK CODE	BIBENOM	SEQUENCE NO	PAGE NO	ROLL SECT	PAGE COUNTING
	580048	959	1 OF 1	1	
FISCAL YEAR		WARRANT DATED		SWIS CODE	
1/1/2023 - 12/31/2023			12/13/2022		225800
ESTIMATED STATE AID					
CNTY	33,542,506			SEE REVERSE SIDE FOR	
TOWN	337,400			MORE INFORMATION	
FOR YOUR INFORMATION					

812 \*225800 73.20-1-17 580048  
North American Tapes LLC  
2822 Fisher Rd  
Watertown, NY 13601

VIEW/PRINT TAX BILL ONLINE  
HTTP://JEFFERSON.SDGNYS.COM  
VIEW/PAY ONLINE @ TOWNOFWATERTOWN.NY.ORG  
1ST INSTALLMENT MADE TO TOWN, 2ND & 3RD TO COUNTY  
AFTER THE LOCAL COLLECTION PERIOD, UNPAID TAXES  
ARE RETURNED TO THE COUNTY TREASURER W/ADDTL  
INTEREST & PENALTIES.

IN TOWN CLERK'S OFFICE, 315-782-8248  
PERSON 22867 COUNTY ROUTE 67  
PAYMENT MON-FRI 8AM-3:30PM

PROPERTY DESCRIPTION & LOCATION	
TAX MAP NO.	225800 73.20-1-17
LOCATION	22430 Co Rte 196
DIMENSIONS	ACRES: 8.08
SCHOOL DIST	General Brown
PROPERTY CLASS	Manufacture

EXEMPTION	TAX PURPOSE	VALUE	EXEMPTION	TAX PURPOSE	VALUE
BUS C	COUNTY	5,925			
	Full Value:	9,713			
BUS C	COUNTY	17,775			
	Full Value:	29,139			

THE ASSESSOR ESTIMATES THE FULL MARKET VALUE OF THIS PROPERTY AT: 1,549,180  
THE UNIFORM PERCENTAGE OF VALUE USED TO ESTABLISH ASSESSMENTS IS: 61.00%  
THE ASSESSED VALUE OF THIS PROPERTY IS: 945,000

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE PRIOR YEAR	TAXABLE ASSESSED VALUE	TAX RATE PER \$1,000	TAX AMOUNT
County Taxable	62,556,720	0.0	921,300.00	11.258871	10,372.80
Watertown Zone1 Fire	1,177,689	13.5	945,000.00	3.406666	3,219.30
Watertown Zone2 Fire	98,884	100.0	921,300.00	.763455	703.37
Watertown Sewer 3			0.00		3,507.02
Watertown Water 1			0.00		861.19
Installment Fee					559.91
					18,663.68
IF PAID BY:	03/01/2023	03/10/2023			
PENALTY	186.64	373.27			
TOTAL DUE	18,850.32	19,036.95			
					02/01/2023

## **Robin Stephenson**

---

**From:** Darrin Prance [REDACTED]  
**Sent:** Friday, May 19, 2023 11:17 AM  
**To:** Robin Stephenson  
**Cc:** Brenda Prance  
**Subject:** FW: NAT Equipment List  
**Attachments:** BRW106FD95D9087\_000914.pdf

Robin, attached is the two equipment list 1<sup>st</sup> one is the one we submitted to the Grant Application and the second larger one is the actual with all spending up to date. The Calender and calender rolls and bearing houses are not on the second sheet most of that was purchased 2019 and 2020. Approx.. total of 520,000.00 on calander frame, calender rolls. Calender bearing houses, Calender bearings.

Regards,

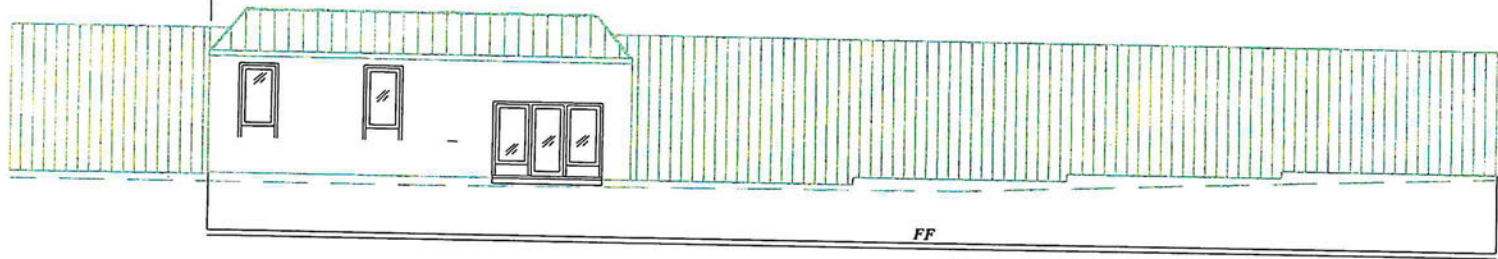
Darrin Prance  
President  
North American Tapes, LLC  
22430 Fisher Rd  
Watertown, NY 13601  
(ph) 315-779-2822  
(fax) 315-779-8051

# North American Tapes Equipment List

Description	Terms	Total Price	Price Hold	Balance	Delivery Date	CFA Grant			
AEC Heating/Cooling Cal. 2	35/35/30	\$ 165,605.00	\$ 55,648.25	\$ 109,956.75	June 15/23	X			
Spaltech Industrial Heater/Tank Cal. 2	50/25/25	\$ 53,610.00	\$ 26,805.00	\$ 26,805.00	June 21/23	X			
Spaltech Industrial Inc. Water Unit Cal. 2	50/25/25	\$ 24,290.00	\$ 12,145.00	\$ 12,145.00	June 21/23	X			
Intertech Precision Ltd. Knife Holders Slitter	Net. 30	\$ 59,499.50	\$ -	\$ 59,499.50	June 30/23	X			
Guzzetti Auto Unload SE190 Slitter	30/65/5	\$ 135,000.00	\$ 40,500.00	\$ 94,500.00	July 01/23	X	Euros	3 total Euros	\$1.10/US
Guzzetti Auto Slitter CR-80. 1" Slitter	30/65/5	\$ 445,000.00	\$ 133,500.00	\$ 311,000.00	July 01/23	X	Euros	\$ 707,060.00	Converted
Guzzetti Auto Slitter CR-80. 1"&1.5" Slitter	30/65/5	\$ 430,800.00	\$ 129,240.00	\$ 301,560.00	Nov 30/23	X	Euros		
Verith/Combi Robotic SPP (2) Slitter	50/40/10	\$ 1,505,200.00	\$ -	\$ 1,505,200.00	Nov 30/23	X			
Soberay & Sons 6" Extruder Cal. 2	0	\$ 40,000.00	\$ -	\$ 40,000.00	Aug 30/23	X			
Spaltech Industrial Inc. Gear Box Heater Cal. 2	50/40/10	\$ 29,580.00	\$ -	\$ 29,580.00	July 25/23	X			
HauMark Paper & Process Equipment Cal. 2	35/65	\$ 64,250.00	\$ -	\$ 64,250.00	Nov 30/23	X			
Reliable Rubber & Plastic Machinery Co. Cal. 2	0	\$ 219,853.00	\$ -	\$ 219,853.00	Oct 2/23	X			
						Total CFA Grant			
Romanoff 2 100hp Motors 2 Encoders Cal. 2	Net. 30	\$ 41,040.00	\$ 41,040.00	\$ -	Delivered	Total for Grant		\$ 2,774,349.25	\$ 2,845,055.25
Volland 1 30hp Drive/2 100 hp Drives Cal. 2	Net. 30	\$ 61,367.74	\$ 61,367.74	\$ -	Delivered	Price Hold on Grant Equip		cash	\$ 397,838.00
Volland 30hp Rebuilt Motor Cal. 2	Net. 30	\$ 6,673.00	\$ 6,673.00	\$ -	Delivered	\$ 3,242,893.25			
1 Volland Heat Pump Control Cal. 2	Net. 30	\$ 9,080.00	\$ 9,080.00	\$ -	Delivered				
3 Volland Heat Pump Control Cal. 2	Net. 30	\$ 27,112.00	\$ 27,112.00	\$ -	Delivered				
Premie Fluid System Inc. 4 Pumps Cal. 2	Net. 30	\$ 14,637.64	\$ 14,637.64	\$ -	Delivered				
Motion Heating Units Motors Cal. 2	Net. 30	\$ 2,180.33	\$ 2,180.33	\$ -	Delivered				
AAI Power Flow Winder Drives Cal. 2	Net. 30	\$ 9,858.00	\$ 9,858.00	\$ -	Delivered				
JS Abbott Assoc. 4 11/2" Shafts Slitter	Net. 30	\$ 22,463.00	\$ 22,463.00	\$ -	Delivered				
Guzetti 36mm Tooling Slitter	30/70	\$ 22,000.00	\$ 22,000.00	\$ -	April 1/23	Euros			
Guzetti Auto Rolls Flat Slitter	95/5	\$ 23,000.00	\$ -	\$ 23,000.00	April 1/23	Euros			
Converse Welding/Heating Units Assmly Cal. 2	N/A	\$ 12,005.73	\$ 12,005.73	\$ -	May 05/23				
Calendar Frame, Rolls, Bearing Houses & Bearings		\$ 520,000.00	\$ 520,000.00	\$ -	Purchased 2019/20				
Total Equip Purchased						\$	748,417.44	\$	3,991,310.69
						Total Project Equipment			

*EXISTING*

*PHASE V*

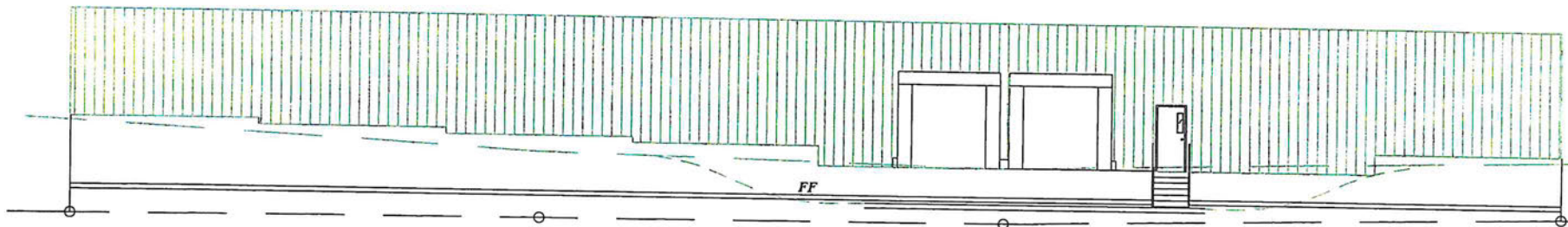


*WEST ELEVATION*

*TOPO*

*FF*

*ROCK*

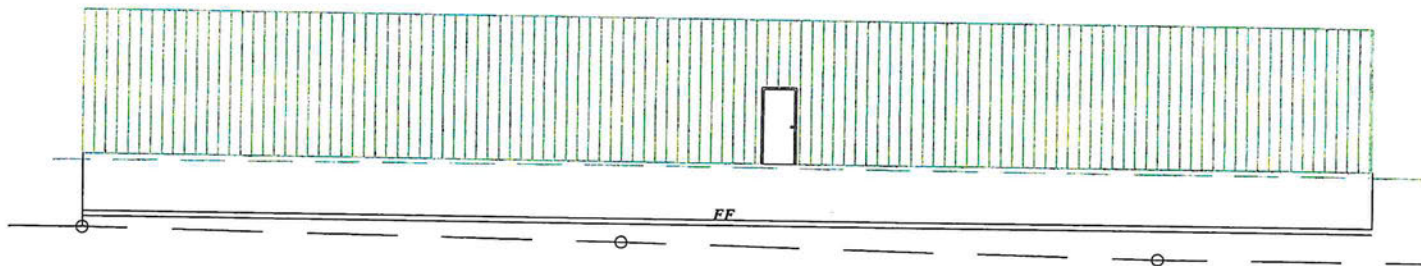


*SOUTH ELEVATION*

*TOPO*

*FF*

*ROCK*



*EAST ELEVATION*

*TOPO*

*FF*

*ROCK*





## PHASE V

## **TOWN OF WATERTOWN SITE PLAN REVIEW**

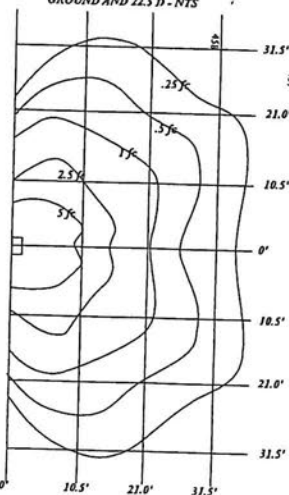
APPROVED \_\_\_\_\_  
DATE \_\_\_\_\_



**MATCH LINE**

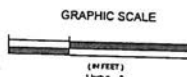
COUNTY ROUTE 196 (FISHER ROAD)

PHOTOMERTICS FOR ASTONCO  
FMP150LXL-8 AT 15' ABOVE  
GROUND AND 22.5 D - NTS



**KEY:**

\_\_\_\_\_ EXISTING  
\_\_\_\_\_ PHASE V



BUILDING #4  
PROPOSED 12,000 SQ. FT. BUILDING

PROPOSED 12,000 SQ. FT. BUILDING  
GROUND FLOOR PLAN

11/11/11

## SITE PLAN

**INDIAN RIVER LAKES**  
**ENGINEERING, PLLC**  
tony@indianriverlakesengineering.com  
315-778-1490  
P.O. Box 194  
Redwood, New York 13679

**SITE PLAN**  
NORTH AMERICAN  
TAPES, LLC  
22430 FISHER ROAD  
TOWN OF WATERTOWN  
(APP'D ZONING)

Project <b>NAT</b>	Sheet
Date <b>02 MAY 2023</b>	<b>AS102</b>
Scale <b>NOTED</b>	

2023 Board Attendance

[illegible]