

**NOTES OF ECONOMIC DEVELOPMENT OFFICE
START UP COMMITTEE DISCUSSION ON APRIL 14, 2015**

The Seneca Falls Development Corporation Economic Development Office Start Up Committee met by conference call on April 14, 2015 at 11:00 a.m., participated in by Menzo Case, Emil Bove, Jr., Jay M. Eastman, and Jean O'Connell.

ITEMS REVIEWED BUDGET NOTES, ETC

1. Funds available? \$128,000 total includes \$ 54,000 Town Contribution plus \$74,000 cash on hand. Town contribution has been authorized to be paid.

2. See Menzo Case February 27, 2015 email

\$ 15,442.00 Phase I Camoin Proposal Executive Director Search
\$ 39,000.00 executive director salary
\$ 10,000.00 regular expenses (insurance, farmers market, etc)
\$ 54,806.00 Phase II
119,248.00

3. See Bove Notes

\$ 45,000.00 Salary for Developer with benefits
\$ 7,000.00 Health insurance benefits
\$ 6,000.00 Rent utilities
\$ 5,000.00 Equipment and supplies
\$ 25,000.00 Marketing, insurance, Farmer's Market, etc.
\$ 88,000.00 proposal submitted to Town in support of 2015 Town allocation.

\$ 15,442.00 Phase I Camoin Proposal
\$ 54,806.00
\$ 154,248.00 total

4. 2016 Budget.

Emil Bove suggested A 2016 budget in the vicinity of \$150,000 should be pursued.

5. Town had been providing a \$10,000.00 in kind contribution associated with the office in the Partridge Building. Contents, equipment in that office might be available. Planning files are also in that office and could be relocated to Development Office.

TIMING OF PHASE II OF CAMOIN STUDY

Jean O'Connell recommends that Phase II of the Camoin Proposal be deferred to 2016 for two reasons, available funding and intent to have Executive Director on board and up to speed to insure his/her input is maximized. O'Connell Associates will pursue CFA funding for this cost.

Agreed