



# Cortland County

## Industrial Development Agency

### Minutes for the Cortland County Industrial Development Agency

December 8, 2025 – 12pm

40 Main Street, Suite A, 2<sup>nd</sup> Floor Cortland New York, 13405

Roll Call Chairman McMahon called the meeting to order at 12:01pm.

Michael McMahon	Chairman	Present
Stephen Compagni	Vice Chairman	Absent
Clint Brooks	Secretary	Present – Zoom
Deborah Hayden	Treasurer	Present
Dr. Kathleen Burke	Member	Present
William McGovern	Member	Present
Jason Hage	Member	Absent
Melanie Vilardi	Executive Director	Present
Andrea Skeels	Chief Finance Officer	Present
Ashley Riehlman	Community Relations Specialist	Present

**Also Present** – Marie Weiss, Andy Fox, Renee Neiderman, Robert Edwards, Michael May, John Haugen, John Sidd (zoom)

**Approval of Minutes** – November 10, 2025 – Chairman McMahon made a motion to accept the minutes Ms. Hayden seconded, all in favor, none opposed.

### **New Business**

1. Review of Payment In Lieu of Taxes (PILOT) Employment Affidavits – Mrs. Skeels reviewed the current and ongoing PILOT Employment Affidavits. She reminded the board that this is done each year to verify they are meeting the requirements as stated by the PILOT.
2. Appoint Michael May and John Haugen to the BDC Board of Directors – Chairman McMahon made a motion, Mr. McGovern seconded, all in favor; none opposed.
3. 2026 Board Meeting Dates – Chairman McMahon made a motion to accept the 2026 Board meeting dates, Mr. McGovern seconded, all in favor; none opposed
4. NYS&W PILOT – A one-year extension was discussed. Chairman McMahon made a motion to grant the one-year extension, Ms. Hayden seconded, all in favor; none opposed.

### **Monthly Reports**

1. Finance Report
2. Director's Report

**Adjourn** – The meeting was adjourned at 12:07 pm.