



Cortland County

Industrial Development Agency

Regular Meeting of the Members of the Cortland County Industrial Development Agency

June 16, 2025 – Noon

40-42 Main Street, Suite A, 2nd Floor Cortland New York, 13405

Roll Call-

Chairman McMahon called the meeting to order at 12:03 pm

Mike McMahon	Chairman	Present
Stephen Compagni	Vice Chairman	Absent
Clint Brooks	Secretary	Present
Deborah Hayden	Treasurer	Present
Dr. Kathleen Burke	Member	Present
William McGovern	Member	Present
Donald Richards	Member	Absent
Melanie Vilardi	Executive Director, Interim	Present
Andrea Skeels	Corporate Finance Officer	Present
Ashley Riehlman	Community Relations Specialist	Present
John Sidd	Agency Council	Present - Zoom
Marie Weiss	Carpenters Union	Present – Zoom

Approval of Minutes – May 12, 2025 –

Chairman McMahon made a motion to approve the minutes as presented, Ms. Hayden seconded the motion; all voting in favor, none opposed.

New Business

1. EPA Brownfield Grant – IDA has been awarded a \$500,000 grant to identify and prepare assessments on brownfield sites within Cortland County. Public outreach will be planned as the first step after the contract is signed with C&S. As this is completed, other grants will be identified and applied for the next phase. Resolution relates to the potential BOA grant application process that is contingent on what Cortland County plans for the same application.
2. 40 Main St, Cortland Update – Discussed the potential purchase of 40 Main St. from Downtown Partnership (“DP”). DP is waiting on the receipt of grant monies and then will be able to proceed



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with a sale. Appraisal dated January 2023 - Mr. Sidd discussed the need for a new appraisal. The only known update needed at this time is the elevator roof will need to be replaced in the near future. The Attorney General will need to approve the sale of the building due to it being the sole asset of the DP.

3. 2025 Board Meeting Schedule – Approved
4. Cost Benefit Analysis Tool – Purchase of the Cost Benefit Analysis Tool was presented purchase was encouraged

Monthly Reports –

1. Finance Report – CFO discussed current finance reports.
2. Directors Report – Attached.

Adjourn – Meeting was adjourned at 12:59pm

DRAFT