

# TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY

## BOARD OF DIRECTORS

Meeting Minutes October 13<sup>th</sup>, 2016

7:30 AM – Audit Committee (2017 Budget Review)

8:00AM - IDA Board Meeting Room

The audit committee consisting of Eric Connor, Todd Fragale and Harold Anderson met at 7:30AM to discuss the proposed 2017 IDA Budget. The Committee discussed several items from both the revenue and expense sections. On a motion by Vice Chairman Eric Connor and seconded by Mr. Fragale the audit committee motioned that the budget be presented to the IDA Board of Directors.

### **1.0 GENERAL BUSINESS**

Chairman Thomas Sy convened the regular meeting of the Town of Lockport Industrial Development Agency at 8:01 AM.

#### **1.1 Roll Call**

**Present** –Chairman Thomas Sy, Vice Chairman – Eric Connor, Treasurer - Sallie Reed, Secretary Harold Anderson and Board members Todd Fragale, Robert Runk, and Legal Counsel – Daniel Seaman and Brian Seaman; Administrative Director – Marc Smith. **Excused:** Daniel Antkowiak.

### **2.0 SECRETARYS REPORT**

On a motion by Mrs. Reed and seconded by Mr. Runk the Board voted to approve the Minutes from the September 8<sup>th</sup>, 2016 Board Meeting.

### **2.1 TREASURERS REPORT**

Ms. Reed reviewed the financial reports for the period ending August 30<sup>th</sup>, 2016. On a motion by Mr. Connor and seconded by Mr. Fragale the Board voted to approve the August 30<sup>th</sup>, 2016 financial reports as amended. On a motion by Mr. Connor seconded by Mr. Runk the Board voted to approve the September 30<sup>th</sup>, 2016 financial reports. On a motion by Mrs. Reed and seconded by Mr. Anderson the Board voted to approve the payment of all invoices and bills as presented with the September 30<sup>th</sup>, 2016 financial statement.

### **3.0 ADMINISTRATIVE DIRECTORS REPORT**

**3.1 Report:** Administrative Director Marc Smith reviewed his September 2016 report. He met with Genesee County Economic Development to discuss their Start-Up Genesee program. He met with John Manzella at the Niagara County Economic Alliance meeting. He attended the first ever meeting of the IDA Park Tenants at the Yahoo! facility. Park Tenants expressed a need to meet 2-4 times per year to work on items concerning all of their business and the IDA Park. They specifically requested assistance with employee training and job specific training/recruitment.

#### **3.2 Budget 2017:**

The Audit Committee presented the 2017 budget to the Board of Directors expressing that it be approved by the full board of directors. On a motion by Mr. Connor and seconded by Mr. Fragale the board approved of the 2017 IDA Budget.

## **4.0 ATTORNEY REPORT**

### **4.1 Declaration of Positive Impact** – IDA Park South SGEIS project.

On a motion by Mr. Runk and seconded by Mr. Connor the Board voted to declare a positive impact finding upon the IDA Park South SGEIS project.

**4.1 Notice to affected Communities** – Now that a positive declaration has been sited notice must be given to possible effected parties on this project.

**4.3 Yahoo! Notice of sale to Verizon or other future entity** - The IDA Attorney has received notice from Yahoo! that the Lockport NY facility in the Town IDA Park has been sold. The attorney will review this document relative to our agreements and brief the IDA Board on any changes that may occur because of the sale.

## **OLD BUSINESS:**

**5.1 Lacey Heavy Equipment** – the project closed 9/20/2016.

**5.2 Brush Hog Contract** – Work was completed on the second IDA Park cutting.

**5.3 Tenants Roundtable** – Chairman Sy and Board member Fragale recounted the comments received by IDA Park Tenants. Surprising findings were that the group wanted to meet periodically and that they wanted help with employee training.

**5.4 Streetlight** – Deputy Supervisor Siejak has continued to follow the installation for the IDA. A delay was caused because of the voltage at the pole. Higher voltage either required a costly transformer or a different type of fixture. NYSEG is purchasing the necessary fixture. Installation date has not been set.

## **6.0 NEW BUSINESS:**

**6.1 Invest Buffalo Niagara Request for funding** – After discussion with the IDA Attorney the Board of Directors agreed to present IBN with a notice that we would increase our annual contribution to \$5,000 in 2017. While we currently assume that we would wish to continue at this level it is not prudent for our Board of Directors to encumber any future Board with this expense. We will make the determination on an annual basis.

**6.2 Next Meeting:** Our next scheduled meeting will be November 10<sup>th</sup>, 2016 at 8:00AM.

### **6.3 Adjournment**

On a motion by Mrs. Reed and seconded by Mr. Runk the Board voted to adjourn at 9:04AM.

Respectfully submitted,  
Harold Anderson - Secretary