

TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY  
**BOARD OF DIRECTORS**

Meeting Minutes February 13<sup>th</sup>, 2025

**Roll Call**

**Present** – Chairman Todd Fragale, Vice Chair Darlene DiCarlo, Treasurer Kristin Anderson, Board Member Terry Kuczka and Dan Antkowiak. Legal Counsel – Tom Seaman, Administrative Director – Thomas Sy.

**Excused** - Secretary Jeanine Chatt, Board Member Robert Runk

**CALL TO ORDER:**

The regular meeting of the February Board meeting was called to order at 8:03 am by Chairman Todd Fragale.

**2.0 SECRETARY’S REPORT:**

On a motion by Mr. Antkowiak, seconded by Mr. Kuczka, the minutes of the January 9<sup>th</sup> Board meeting were approved. Vote 5-yes, 0- no, unanimous.

On a motion by Mrs. DiCarlo, seconded by Mrs. Anderson the minutes of the Annual Meeting of January 9, 2025 were approved. Vote 5 – yes, 0-no, unanimous.

**3.0 TREASURER’S REPORT:**

Mrs. Anderson reviewed for the Board the January 31<sup>st</sup> financial statements. The review covered the Income Statement, Statement of Cash Transactions, and Balance Sheet. On the January Balance Sheet, Mrs. Anderson noted the updated cash balance of \$1,715,020 and a fund balance of \$1,678,060. On the Income Statement, Mrs. Anderson noted interest earned, and a year-to-date deficit of \$9,331. As concerns the Statement of Cash Transactions, Mrs. Anderson noted monthly disbursements totaling \$37,088. On a motion by Mr. Antkowiak, seconded by Mr. Kuczka, the report was approved as presented. Vote 5-yes, 0-no, unanimous.

Mrs. Anderson reviewed the monthly bills for February 13<sup>th</sup>, which totaled \$10,453 and noted they included the initial fee for the external audit. Mrs. Anderson made a motion to approve the payment of bills, seconded by Mrs. DiCarlo. Motion carried.

**4.0 ADMINISTRATIVE DIRECTOR’S REPORT:**

Mr. Sy reviewed highlights of his submitted report for the month January and early February.

Mr. Sy reported that 4922 Ida Park Dr (former Up North Hosting) has finally sold, and the transaction closed. The building was purchased by Lucky 8.

Mr. Sy reported he has completed 90% of the 2024 PARIS report. As in the past the external audit and management letter must be uploaded and reported on which will occur after our March Audit Committee meeting.

Mr. Sy noted that RPNY Solar has no job obligations under their PILOT which is the IDA’s standard metric to gauge compliance. In light of that Mr. Sy has worked with RPNY to provide electricity generated on a day in mid-July as their compliance metric. That information for 2024 was provided and noted in the 2024 PARIS report. Mr. Seaman noted he believes RPNY is also required

to report on full year electricity generation. Mr. Sy will reach out to remind/inform RPNY of this requirement.

Mr. Sy reported that both the final progress report and reimbursement voucher have been submitted to New York as the project is complete.

Mr. Sy reported that he attended the Annual Market Reviews held by CBRE Realty. Markets reviewed include manufacturing, office, and retail. Manufacturing reports have been recently shared with the Board.

Mr. Sy reported that INVEST Buffalo Niagara has been selected by Empire State Development to lead the effort to attract new investment to the former Sumitomo plant in Tonawanda. Efforts to date include an RFP to Site Selectors to assess the plant, determine best uses and market the facility. INVEST Buffalo Niagara also reported on a significant uptick in interest by Canadian firms in US locations given pending tariffs.

Lastly, Mr. Sy reminded the Board of the Annual External Audit presentation to be held at 7:30am on March 13<sup>th</sup> prior to the March Board meeting.

**5.0 ATTORNEY'S REPORT:**

Attorney Tom Seaman reported that the land purchase agreement with SIVA Wind has been signed with the IDA's standard contingencies. PILOT completion will be in March.

**6.0 OLD BUSINESS:**

Mr. Sy informed the Board that he miscalculated the calendar and believed the NYSEDC Winter Conference was after the Board's February meeting. He reported the conference was the past Tuesday and Wednesday and as a result wanted the Board's standard approval of the trip at an amount not to exceed \$1,000.

**7.0 EXECUTIVE SESSION:**

A motion was made by Mrs. DiCarlo to enter into Executive Session for purposes of consultation with Attorney at 8:23 am. The motion was seconded by Mr. Antkowiak. A motion was made by Mr. Antkowiak to exit the Executive Session at 8:41 am. The motion was seconded by Mr. Kuczka.

**8.0 NEW BUSINESS:**

Mr. Sy noted he had distributed the 2024 Economic Development Annual Report. This report addresses a comprehensive look at the economic development activities in the Town. He will likely present the report to the Town Board in later Spring.

**9.0 NEXT MEETING:**

The next meeting of the IDA Board is scheduled for 8:00 am on March 13<sup>th</sup>, 2025, and will be held in Town Hall. The meeting will be preceded by the Audit Committee Meeting.

**10.0 ADJOURNMENT:**

On a motion by Mrs. DiCarlo, seconded by Mrs. Anderson the Board voted to adjourn at 8:43 am. Vote 5-yes, 0-no, unanimous.

Respectfully submitted,

Thomas Sy, Administrative Director  
On behalf of Jeanine Chatt, Secretary  
Town of Lockport IDA