

**TOWN OF CLARENCE, ERIE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY**

MINUTES

January 19, 2017

Organizational Meeting

Chris Kempton called the meeting to order at 8:15 a.m.

Present at the meeting were Susan Ballard, Elaine Wolfe, David Schuster, Mary Powell, Clayt Ertel and Chris Kempton. Michael Buettner was absent as he was out of Town. Also present were Peter DiCostanzo, Councilman/Liaison to the CIDA, Paul Leone, Nathan Neill, Larry Meckler, Steve Bengart, Kimberly Ignatowski, and Cynthia Rosel. Guests were Bryan Kulpa of CPL, Andrew Moquin of Andrews Jewelers, and Carl Calabrese of Masiello, Martucci and Calabrese.

The first order of business was the election of the officers for the CIDA 2017.

After the nominations were made and after brief discussion, the Board elected the officers.

There was a motion by Clayt Ertel with a second by David Schuster to elect Christopher Kempton as Chairman of the Clarence IDA for 2017. There was nothing on the question.

**Vote: Ayes: Ballard, Wolfe, Schuster, Ertel, Kempton. Noes: None
Recuse: None. Absent: Buettner, Powell. Unanimous.**

There was a motion by Chris Kempton to elect Clayt Ertel as Vice Chairman of the Clarence IDA for 2017 with a second by Susan Ballard. There was nothing on the question.

**Vote: Ayes: Ballard, Wolfe, Schuster, Ertel, Kempton. Noes: None
Recuse: None. Absent: Buettner, Powell. Unanimous.**

There was a motion by Chris Kempton to elect David Schuster as Treasurer of the Clarence IDA for 2017 with a second by Clayt Ertel. There was nothing on the question.

**Vote: Ayes: Ballard, Wolfe, Schuster, Ertel, Kempton. Noes: None
Recuse: None. Absent: Buettner, Powell. Unanimous.**

There was a motion by Chris Kempton to elect Mary Powell as the Secretary of the Clarence IDA for 2017 with a second by Clayt Ertel. There was nothing on the question.

**Vote: Ayes: Ballard, Wolfe, Schuster, Ertel, Kempton. Noes: None
Recuse: None. Absent: Buettner, Powell. Unanimous.**

Main Street Corridor Economic Redevelopment Study Project Presentation.

Brian Kulpa of Clark Patterson Lee gave a brief presentation on the progress of the Main Street Study and the Plan. Mr. Kempton added that the Board was sent a draft copy of the “Vision Main Street-Clarence, NY” Plan and survey results and hoped everyone had the chance to look at it. Mr. Kulpa gave a brief summary about the process, how the study got started and the steps involved. There was a visual presentation. The presentation followed the outline of the draft document. The Steering Committee had several meetings over the year to develop the Plan with CPL. Mr. Kulpa talked about the forum that was held and the feedback received from the public. Mr. Kulpa also addressed briefly the different topics covered in the draft plan and why the focus was on the Main Street corridor. The report stated that Main Street is the most heavily travelled and functions as the heart of the Town. It receives most of the attention. It is the primary commercial corridor connecting points east and west in the region. Main Street has been divided into three areas, Harris Hill, Sheridan and the Hollow. Each area will be looked at individually. There will be another public forum in February for comments and input. The plan will also be reviewed. Mr. Kempton thanked Mr. Kulpa for coming in.

Mr. Kempton introduced Kim Ignatowski the new Acting Director of Administration and Finance of the Town of Clarence and asked her to introduce herself. Ms. Ignatowski would be a candidate for the CFO position for the CIDA.

New Business.

Paul Leone introduced Andrew Marquin who asked to come in to speak to the Board about his project. Mr. Marquin brought a rendering of his project. He would not be requesting a Pilot...just mortgage tax is applicable and sales tax exemption. His business is Andrews Jewelers. The location he is looking at is the site of the former Carmine’s Restaurant. The property is in an Enhancement Zone. Mr. Marquin is looking to move his business to this location. The project includes retail and manufacturing/wholesale components. The Board and Mr. Marquin discussed the proposed project and the percentages of the components for the proposed project. Mr. Marquin will submit an application for Board consideration to Mr. Leone and the Board will review.

Old Business.

Mr. Kempton said that Paul Leone received a request from Dynabrade for an extension on the sales tax exemption benefit. This is an administrative issue and Mr. Leone will let them know that their Sales Tax Exemption has been extended until April 16, 2017. There were no objections.

Minutes of December 15, 2016.

There was a motion to approve the minutes of December 15, 2016 meeting by Clayt Ertel with a second by Elaine Wolfe. There was nothing on the question.

**Vote: Ayes: Ballard, Wolfe, Schuster, Kempton, Powell, Ertel. Noes: None
Recuse: None. Absent: Buettner. Unanimous.**

Treasurer's Report.

There was no Financial Report ready for year-end or thru January 19, 2017. The financials will be updated at the February meeting.

Correspondence.

Mr. Kempton sent an e-mail with items he would like on future agendas over the next few months. He would like to review the various policies in the policy manual. Everyone should have a copy of the manual. If not, please let Cindi Rosel know so that you can get one. The policy that will be reviewed in February will be e-mailed for your convenience. Mr. Kempton explained exactly what he would like to go through at that time. He would like everyone to read the emailed sections before the meeting. The policy is the ECIDA/Countywide UTEP policy that all the IDA's have agreed upon.

Mr. Ertel said that there will be a meeting with all the other IDA's to talk about the UTEP policy. It is a coincidence that the CIDA will be reviewing it also.

Mr. Kempton said that the CIDA will decide on renewing the CCB contract at the February meeting.

Carl Calabrese update on CCB.

Mr. Calabrese passed out a packet of information to the Board members. Mr. Calabrese said that the CCB meeting yesterday can best be described as a strategic planning meeting for the year. Some of the topics covered were statistics comparing growth rate with cities around the country, the Memorandum of Understanding that was signed by all of the IDA's including the ECIDA and that it is time to update the MOU, the Adaptive Re-Use Policy, the proposed bill drafted by Sen. Kennedy regarding prior approval for tax exempt status, efforts to re-establish the Leadership Council, and CCB will follow-up on the study by the ECIDA on the adaptive re-use policy.

Mr. Kempton asked Mr. Calabrese what the CCB will actually do to fight against bills like this. Mr. Calabrese said that he will call the Senators that have an IDA in their district to inform them that the local IDA's do not want this bill. It should not get a majority sponsor and not get out of committee.

Mary Powell wanted Mr. Calabrese to mention reaching out to Steve Weathers at the ECIDA regarding the review of the policy. Mr. Calabrese said that as part of this effort to update the MOU, they are going to invite the ECIDA and their staff to sit down with them as equal partners to say what needs to be updated, what is obsolete, what needs to be thrown out and what do we do now with the Adaptive Re-Use Policy. If they do not agree, they should take themselves out of the MOU publicly.

There was also discussion about the recent clawbacks by the ECIDA and the study on Adaptive Re-Use and going to California to get a person to do the study.

Mr. Kempton asked if there were any other questions. Being none, this part of the meeting ended and Mr. Kempton thanked Carl Calabrese for coming in.

The Chairman asked for a motion for the Board to enter into Executive Session pursuant to the Open Meetings Law section 105(f) to discuss the employment history of particular persons. The motion was made by Mary Powell with a second by Susan Ballard at 9:26 a.m.

A motion was made to close and re-enter into the regular meeting by Chris Kempton with a second by Mary Powell.

Vote: Ayes: Ballard, Wolfe, Schuster, Kempton, Powell, Ertel. Noes: None
Recuse: None. Absent: Buettner. Unanimous.

CIDA Appointments.

The Board made the following appointments:

Chris Kempton moved to appoint Steven B. Bengart and Lawrence M. Meckler as Co-Assistant Secretary/Co-Counsel; Nathan S. Neill as Transactional/Bond Counsel; Paul Leone as Business Consultant and CEO; Kimberly Ignatowski as CFO; Cynthia M. Rosel as Staff Secretary; Mary Morris CIDA Billing Administrator; and Drescher and Malecki as CPA. There was a second by Mary Powell. There was nothing on the question.

Vote: Ayes: Ballard, Wolfe, Schuster, Kempton, Powell, Ertel. Noes: None
Recuse: None. Absent: Buettner. Unanimous.

There was a motion to adjourn the meeting by Chairman Kempton with a second by Elaine Wolfe.

Vote: Ayes: Ballard, Wolfe, Schuster, Kempton, Powell, Ertel. Noes: None
Recuse: None. Absent: Buettner. Unanimous.

The meeting was adjourned at 9:57 a.m.

Respectfully submitted.

Cynthia M. Rosel