

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

**MINUTES**

**November 17, 2016**

Chairman Kempton called the meeting to order at 8:22 a.m.

Present were Susan Ballard, Elaine Wolfe, David Schuster, Michael Buettner, Mary Powell, Clayt Ertel and Chairman Chris Kempton. Also present were Steven Bengart, Nathan Neill, Paul Leone, Pam CuvIELLO and Cynthia Rosel. Larry Meckler was out of town.

**Minutes from October 20, 2016.**

Mr. Kempton asked if everyone had a chance to review the October meeting minutes. There was a motion by Clayt Ertel with a second made by Elaine Wolfe to accept the minutes from the October 20, 2016 meeting. There was nothing further on the question.

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

**Treasurer's Report.**

Mr. Schuster gave the financial report through November 17, 2016. He reported on the balances in the checking and money market accounts. The total fees received to date are in the amount of \$51,630.91. Interest earned to date is \$727.59. Expenses are in the amount of \$79,687.36. There is a negative net income of -27,328.86. A fee in the amount of \$1,500.00 was received but was not posted on the November 17, 2016 as Pam was on vacation and just back today. Mr. Kempton also noted that the consultant, Clark Patterson Lee, has been paid about 78% for a total of \$39,000.00 for the Main St. Corridor Economic Redevelopment Study Project. Mr. Kempton considers this more of a capital investment instead of an operating expense. There being no other discussion, Mr. Kempton asked for a motion to accept the financial statements.

A motion to approve the Treasurer's Report through November 17, 2016 was made by Michael Buettner with a second by Susan Ballard. There was nothing on the question.

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

Mr. Schuster added that there needs to be a transfer from the Money Market Account to the Checking Account in the amount of \$40,000.00. Mr. Schuster made a motion to approve the transfer of \$40,000.00 from the Money Market to the Checking Account and there was a second made by Clayt Ertel. On the question, Mary Powell asked if the \$40,000.00 is because we paid the \$39,000.00 for the study. Mr. Kempton said that is why we are doing it. Ms. CuvIELLO said that the payment made to Clark Patterson is included in the \$40,000.00. Mr. Ertel asked Ms. CuvIELLO what we owed them now. She said that payment is 81% complete. There was nothing further on the question. Mr. Kempton called for the vote on the motion.

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

Mr. Schuster handed out the proposal from Drescher and Malecki. Thomas Malecki was in attendance to give a brief synopsis of what services his company would be providing to the CIDA for the upcoming year. Mr. Malecki addressed the upcoming audit for 2016 and what services his firm would be providing to the CIDA. The Board was concerned about the questionnaire that is sent out to the open projects for the PARIS reporting. Mr. Malecki explained the procedure for the yearly audit and the reporting. Mr. Kempton wanted to know if there is one person or a team that will be the CIDA contact. Mr. Malecki said that there will be one contact person that will work on the CIDA account as a team. The timing of the reporting is an important issue and the problem has been in getting the questionnaires returned timely. Mr. Kempton asked if the firm does mostly municipal work and if the firm has other IDA's as clients. Mr. Malecki said that they work with approximately 80 governments most of the Towns throughout Western New York, not-for-profits and other IDA's. There will always be someone in the office that will be able to assist or answer any questions. Mr. Kempton asked the Board if there were any other questions and there were none. Mr. Kempton and the Board members thanked Mr. Malecki for coming in.

Chairman Kempton asked if someone would like to make a motion to engage Drescher and Malecki as the CIDA Auditor for the 2016 Audit. The motion was made by Clayt Ertel with a second by Mary Powell. There was nothing on the question.

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

**Correspondence.**

There was an e-mail sent to the Board members regarding a Lancaster IDA public hearing. A check was also received from the Rockledge Project along with the fee agreement. We received an invoice from CPL and there was also a form regarding the monies owed that needs to be filled out and sent to CPL's auditors.

**New Business.**

**8845 Main Street Project. – 2007 Dash's Market**

Dash Markets has 2 years left on the Pilot. They are refinancing. Mr. Neill has a resolution to approve the refinance. They will only be getting mortgage tax abatement. There was a motion made by Mary Powell with a second by Michael Buettner to adopt the resolution approving the refinance for Dash's Market. Mr. Buettner asked if the Pilot will still expire in two more years. Mr. Kempton and Mr. Bengart answered yes. This is only for Mortgage Tax on the new money.

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

Paul Leone said that he will be picking up a new application for the Bank of Akron expansion. This is in an Enhancement Zone and will be a back office. Mr. Neill added that they would only get the abatement on the addition.

Mr. Leone also said that he has been in contact with Sue Carpenter from JR Products. They are on County Road but are looking for another location for a new expansion. They are looking at property in Alden and Clarence. Hopefully, they will stay in Clarence.

**Old Business.**

Mr. Schuster said that there will be a letter going to the accounting firm that did the 2015 Audit that we will not be using their services going forward.

**Steering Committee Meeting.**

The Steering Committee will not be meeting until December 6, 2016 as CPL needed a little more time to prepare the first draft of the report. There should be a report ready for the next CIDA meeting.

Mr. Schuster asked about the other study...which would be the economic study. The Grant application is still out there. Mr. Ertel said that he had some indication from Jonathan that it was approved. Ms. Wolfe said she was not aware of that. There was some further discussion. Mr. Kempton said that we need to wait to see the progress on the Grant before anything else needs to be done. The grant is in the amount of \$30,000 and would be 50% from the State and 50% from the CIDA or the Town.

Mr. Kempton also brought up again that the CIDA should look at the policies and benefits that we have. There are more things that can be offered than what the CIDA has now. Other incentives can be made available if these things are looked at and researched. Mr. Kempton said more time can be made looking at the bigger picture. Ideas can be explored to see if there are any other incentives that the CIDA can offer. We can do this a little bit at a time. We can spend part of each meeting looking at the policies. We can discuss this further.

**Items not on the Agenda.**

None

**Public Comments.**

None.

There being nothing further, a motion by Mary Powell with a second by Clayt Ertel was made to adjourn the meeting. There was nothing on the question.

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

The meeting was adjourned at 9:18 a.m.

Respectfully submitted,  
Cynthia M. Rosel

