

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

MINUTES

December 21, 2017

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

Present at the meeting were Susan Ballard, Elaine Wolfe, Mary Powell, Clayt Ertel and Chairman Kempton. David Schuster was excused and Michael Buettner was not in attendance. (Mr. Buettner notified the Board that he would be resigning from the CIDA at the November 30, 2017 meeting.) Also present were Jonathan Bleuer, Lawrence Meckler, Nathan Neill, Paul Leone, Steven Bengart, Kimberley Ignatowski and Cynthia Rosel.

Minutes of October 19, 2017; November 16, 2017 and November 30, 2017.

The Chairman asked for a motion to approve the minutes of the October 19, 2017, November 16, 2017 and the November 30, 2017 meetings. There was a motion made by Clayt Ertel with a second by Elaine Wolfe to approve the minutes October 19, 2017, November 16, 2017 and the November 30, 2017 meetings. There was nothing on the question.

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

Treasurer's Report.

The Chairman went over the Financial Report in Mr. Schuster's absence. Mr. Kempton went over the Balance Sheet through December 21, 2017. The Profit and Loss statement shows fees received to date as \$49,019.73 with interest earned to date as \$1,095.03. Expenses to date are in the amount of \$50,758.49. The net income to date is -643.73. There is a closing planned for tomorrow morning and we should receive an additional \$5,000 in fees. Mr. Kempton asked if there were any questions on the financials. There were none. A motion was made by Susan Ballard with a second by Elaine Wolfe to accept the financial report through December 21, 2017 as presented. There was nothing on the question

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

Rockledge Ph-2 Project.

Nathan Neill had a resolution for consideration by the Board regarding the 8171 Sheridan Drive-Rockledge Ph-2 Project. There is a slight increase in the project amount. Mr. Neill added that the increase in the project amount from \$600,000 to \$663,000. Mr. Kempton asked for motion to approve the increase in the project amount and adopt the resolution. There was a motion by

Clayt Ertel with a second by Susan Ballard to adopt the resolution as presented by Nathan Neill increasing the project amount for the 8171 Sheridan Drive Rockledge Ph-2 Project. There was nothing on the question.

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

Drescher and Malecki Audit Services –Engagement

Chairman Kempton said that a motion is need to approve the hiring of Drescher and Malecki for Audit Services for 2017 and authorize the Chairman to sign the Engagement Letter. There was a motion by Elaine Wolfe with a second by Clayt Ertel to hire Drescher and Malecki to provide audit services for 2017 for the CIDA and authorize the Chairman to sign the Engagement Letter. There was nothing on the question.

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

Masiello, Martucci, Calabrese & Associates Agreement.

Carl Calabrese was at the last meeting to go over the work that the coalition has been involved in during 2017 and they have been quite active. Mr. Kempton asked for a motion to approve the agreement with the coalition for 2018 and authorization to sign same. There was a motion by Clayt Ertel with a second by Elaine Wolfe to approve the agreement and authorize the Chairman to sign same. There was nothing on the question.

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

Camoin and Associates, Inc. – Proposal

There was a Special Meeting on November 30, 2017 the purpose of which was to meet with members of Camoin& Assoc. to discuss their proposal. This was done with a conference call with Mr. Camoin, President and Christa Franzi, the Sr. Project Manager. The conference call went very well. The Board decided at the last meeting that Phase 2 was not needed and asked Camoin if they would amend the proposal. The Board has the new proposal in front of them today. The fee has also gone down to \$38,000 +/- . The original project manager will be out on leave and a new project manager has been recommended. There was discussion regarding the amended proposal. The Board was in agreement to go forward with the amended proposal and there was a motion by Clayt Ertel to engage Camoin. There was a second by Mary Powell. There was nothing on the question.

Vote: Ayes: Ballard, Wolfe, Powell, Ertel, Kempton. Opposed: None
Recuse: None absent Schuster, Buettner, Unanimous

Mr. Kempton asked if Jonathan would provide support and he said that he would do the day to day with a small working committee. Mr. Bleuer will contact Christa Franzi and let her know that the Board approved the proposal. Mr. Kempton said that he is sure that there will be a contract coming with the terms. The Attorneys will review the contract and then Mr. Kempton can sign.

There was a motion to authorize the Chairman or the Vice Chairman to sign the agreement when it is finalized. There was a motion by Elaine Wolfe with a second by Susan Ballard to authorize the Chairman or Vice Chairman to sign the contract when finalized.

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

The committee will be comprised of the Chairman Kempton, Clayt Ertel and Mary Powell and Elaine Wolfe as an alternate. Jonathan Bleuer will also be a part of the committee. The committee will coordinate the meetings.

Correspondence.

There was a Concord IDA notice of public hearing that was e-mailed to the Board. Nathan Neill also sent a letter requesting to be consider to be re-appointed as Bond Counsel for 2018 for the CIDA.

New Business.

Mr. Leone has been working on 4 or 5 potential projects but there are no applications yet.

Old Business.

Items not on the Agenda.

There was a brief discussion regarding the changes to the UTEP policy. The Board also discussed the Vision Main Street and that it calls for a concentration of housing that could become eligible because of the law. He would like to discuss this further at future meetings and what the Board would consider regarding senior housing.

Mr. Kempton reminded the Board that the Town Board will be making appointments to the CIDA Board in 2018 and letters have been sent to the members asking if they would like to remain on the Board. Mr. Buettner has retired and Ms. Ballard will be moving out of Clarence. There was discussion regarding residency. There will be at least one opening and maybe two. Mr. Kempton asked the Board to think of anyone that me be interested

Public Comment.

None

There was a motion by Mary Powell with a second to adjourn the meeting with a second by Susan Ballard.

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

Adjourned at 8:57 a.m.

Respectfully submitted,
Cynthia M. Rosel