

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

**MINUTES**

**August 17, 2017**

Vice-Chairman, Clayt Ertel called the meeting to order at 8:15 a.m.

Mr. Ertel said that Chairman Kempton was running a few minute late and he will run the meeting till the Chairman arrives.

Present at the meeting were Susan Ballard, Elaine Wolfe, David Schuster, Michael Buettner, Mary Powell, Clayt Ertel and Chairman Kempton. Also present were Peter DiCostanzo, Councilman/Liaison to the CIDA, Paul Leone, Larry Meckler, Nathan Neill, Steve Bengart, Kimberly Ignatowski and Cynthia Rosel. Guests present were Steven T. Watson, Staff Reporter, from the Buffalo News.

**Minutes of July 20, 2017.**

There was a motion to approve the minutes of the July 20, 2017 meeting by David Schuster with a second by Elaine Wolfe. There was nothing on the question.

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

**Treasurer's Report.**

Mr. Schuster reported that the Money Market account has been moved from Key Bank to the Bank of Akron. He proceeded to go over the balance sheet. The balance in the checking account is about \$45,000. Mr. Schuster and Ms. Ignatowski discussed the balance in the checking account which and they suggest to move \$15,000 from checking to the money market. That would leave a balance of \$30,000+/- and should be sufficient to meet upcoming expenses. Ms. Wolfe asked what the interest rate is on the money market at the Bank of Akron. Mr. Schuster answered that it is .35% triple the amount we have been getting.

At this point Mr. Schuster would like to move to transfer \$15,000 from the Bank of Akron checking account to the Bank of Akron Money Market Account. There was a second by Elaine Wolfe. There was nothing on the question.

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

Mr. Schuster continued the financial report. As of the July 20, 2017 the Profit and Loss Summary shows fees received to date as \$27, 169.73. Total expenses to date are in the amount of \$39,250.21. Interest earned to date is in the amount of \$415.74. The total net income is - 11,664.74.

The Monthly Recap page that shows the financial activity for the period from June 16 through July 20, 2017 was attached. After the members reviewed the detail page, there was a motion by Susan Ballard to accept the Treasurer's report through August 17, 2017 with a second by Michael Buettner. There was nothing on the question.

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

### **2018 Budget Discussion.**

The proposed 2018 Budget was passed out at the July meeting for the members to review. The revised 2018 Budget is attached with some changes. The budget needs to be adopted no later than the September meeting. The 2018 adopted budget will have to be sent to the ABO and put on the CIDA website by September 30<sup>th</sup>. The estimated revenues for 2018 are at \$50,000. Mr. Ertel wanted to know if everyone agrees with the projected revenues for 2018. There were no objections except Mr. Buettner thought that maybe because of where the revenues are at for this year after 8 months, that figure should be extrapolated for 2018. Mr. Schuster added that the \$50,000 was the average of the last 4 years as shown on the next page that how the projected revenues were determined. Mr. Bengart also added that there are a couple of projects that should close this year that would bring the revenues closer to the \$50,000. Mr. Buettner was okay with that. Mr. Ertel asked if there were any other questions on the proposed budget. There being none, a motion was made by Elaine Wolfe with a second by Susan Ballard to adopt the 2018 Budget as submitted by the Treasurer and the CFO. There was nothing on the question.

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

### **Correspondence.**

None to report.

### **New Business.**

Mr. Leone was expecting to have a new application for a proposed project on Roll Road from but that has not been received yet. He also met with a gentlemen regarding a proposed project for Suburban Pediatrics for a training facility. He also met with a company from outside of New York that is looking for property to construct a greenhouse.

### **Old Business.**

Mr. Ertel asked Jonathan Bleuer to report on the "CONNECTING CLARENCE STREET FESTIVAL" that was held last Saturday. Jonathan had a 2 minute video to show to the members. Mr. Ertel commended Jonathan for organizing this very successful event. The event was very well attended. There were food trucks and 20 vendors. The CIDA members were available to answer questions as well as various local business owners. There was a tent with picture boards displaying the future development to Main Street. All comments were very positive.

Mr. Bleuer also added that the Town Board has set a public hearing for September 13, 2017 at 6:15 p.m. to consider adopting the Vision Main Street Plan as part of the Town's Comprehensive Plan 2030.

Mr. Bleuer also added that the Master Sewer Plan is also being worked on. They hope to wrap that up by the end of the year. This will relate directly to the CIDA economic study. They are looking at a different source of funding relative to the zoning changes.

Mary Powell also complimented Jonathan on the success of the Saturday event. She added that if this an example for this year, are we going to this next year. There was discussion about the columns and restoring them. There may be something in the works regarding the restoration of the columns. Mr. Bleuer also added that the residents of the Harris Hill area were very excited about this event. They loved it and want it next year. Mr. Bleuer said that we should keep the momentum going. Other areas also want the event.

### **Fee Schedule Changes.**

Mr. Kempton decided to hold off on the topic.

### **RFP Draft Review.**

Mr. Kempton asked if any responses have come in. There were none yet. The RFP's were sent to Camoin Associates out of Saratoga Springs and Glenn Kellogg from Urban Advisors by John Steinmetz. We have not heard from Mr. Kulpa. Bernie Rotella submitted a list of names and Jonathan Bleuer reviewed them.

Mary Powell would like to look at the list from Mr. Rotella and will follow up if necessary. Mary Powell will determine if any of the dates need to be extended for responses.

Mr. Kempton added that he believes that we have to find the firms that do this type of study and target them. Mr. Kempton will contact the Mayor of the City of Olean. The City of Olean did a revitalization project of its Main Street. Mr. Neill added that they could contact the Mayor of the Village of Hamburg.

### **Education Discussion.**

To be continued at a future meeting.

### **Items not on the Agenda.**

None.

### **Public Comments.**

None.

There being no further business, there was a motion to adjourn Susan Ballard. The meeting was adjourned at 8:54 a.m.