

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

MINUTES

MAY 15, 2014

Vice-Chairman Clayt Ertel called the meeting to order at 8:01 a.m.

Present were Elaine Wolfe, David Schuster, Michael Buettner, Chris Kempton, Mary Powell (arrived at 8:04 a.m.), and Vice Chairman, Clayt Ertel. David Hartzell was absent as he was out of town. Also present were Paul Leone, Nathan Neill, Steven Bengart, Pam CuvIELLO, Jim Rash and Cynthia Rosel. Larry Meckler was not able to attend the meeting because of a prior commitment. Guests were Linda Taylor, Client Executive- Floss Agency, Inc. and Theresa Carpenter, Controller-ECIDA.

Minutes of April 17, 2014.

Mr. Ertel asked for approval of the minutes from the April meeting. There was a motion by David Schuster to approve the minutes of the April 17, 2014 meeting with a second by Michael Buettner. There was nothing on the question.

Vote: Ayes: Wolfe, Schuster, Buettner, Kempton, Ertel. Noes: None
Recuse: None. Absent: Powell, Hartzell. Motion carried.

Treasurer's Report.

Mr. Kempton went over the financial report going over the Balance Sheet and Profit & Loss Statement through May 15, 2014. Agency fees received to date are \$18,263.00 and interest income is in the amount of \$376.36. Expenses incurred to date are in the amount of \$37,630.72. There is a negative net income of -18,991.36. The details are also attached along with a copy of the 2014 budget.

There was a motion by David Schuster with a second by Mary Powell to approve the Treasurer's Report of May 15, 2014. There was nothing further on the question.

Vote: Vote: Ayes: Wolfe, Schuster, Buettner, Kempton, Powell, Ertel. Noes: None
Recuse: None. Absent: Hartzell. Motion carried.

Correspondence.

A copy of an invitation addressed to the CIDA Board is included in the packet. It is for the 30th Anniversary of Main Mobility. It will be held at 9580 Main Street on May 29, 2014 from 5:30 p.m. to 7:30 p.m. They ask that if you plan on attending, please RSVP.

Mr. Hartzell sent an e-mail to remind the Board about the joint meeting of the Town Board and the Planning Board on May 21, 2014 at 7:00 p.m. The agenda will include Master Plan 2025 and economic development. There will also be other agenda items.

Mary Powell wanted to know what the meeting will include. Mr. Bengart said that part of the meeting will include discussion about Master Plan 2025. It is a public meeting so the CIDA members can attend. They may allow a comment period but that is not certain. A copy of the agenda will be e-mailed to the Board members.

Mr. Ertel would like to meet with all the members of the Planning Board at some point to discuss having an economic development plan for the Town's Master Plan 2025. Mary Powell said there used to be a meeting with the CIDA and the Town Board. It would be a good idea to do that again.

There was one more item in the packet for the Board to review. It is the ECIDA Policy Committee agenda. Mr. Leone wanted to give the members a copy so that they can see what the policy committee is proposing.

There was no further correspondence.

New Business.

Mr. Leone met with Ledge Creek Developers on the Doug Webster project.

Benchmark

Mr. Neill had a resolution to amend the prior motion adopted on April 17, 2014 regarding the refinance of the 2008 Benchmark Main Transit Associates LLC Project. The resolution is to increase the amount of the mortgage as they miscalculated what they needed at the time of the approval in April. This resolution amends the amount for the refinance. There was a motion to adopt the resolution amending the mortgage amount for the Benchmark Transit Associates LLC Project by Mary Powell with a second by David Schuster. There was nothing on the question.

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

Mr. Bengart added that Benchmark will be closing on Friday.

Old Business.

Paul Leone and Clayt Ertel reported on the Policy Meeting they attended at the Amherst IDA. The discussion was regarding what the criteria should be for Senior Housing Apartments. The discussion included incentives, reduced pilot term, need for low income Senior Housing and in what locations/areas. Nothing was adopted at this meeting. The Policy Committee will meet again to continue the discussion on Senior Housing Apartments and the criteria for same.

Mr. Kempton asked if the CIDA policy allows Senior Housing. Mr. Bengart added that on April 18, 2013 the CIDA adopted a policy not to incentivize multi-family housing projects unless they are a part of an approved adaptive re-use project.

Mary Powell asked if that includes Senior Housing and Mr. Bengart said it does. Mr. Ertel added that does not mean that the policy couldn't be amended in the future.

There was further discussion regarding procedure when the CIDA receives an application on a proposed project. The Board agreed that the application process should be to circulate the application to the entire Board for review first and then make a decision on whether or not to pursue it further.

All projects have to go through the Town approval process.

Rented space at the Clarence Chamber.

There was discussion regarding the renting of the Chamber Office Space. The rent will remain at the \$350 per month. This is a month to month, no contract arrangement. The Board wants to keep it that way. The space has been rented for over a year and the Board is re-evaluating the necessity. Mr. Kempton asked Mr. Rash if he has been using it. He uses the conference maybe a few times a month although not of late. He likes to use the conference room when he is not meeting with someone elsewhere. Ms. Wolfe said that the conference room is used for other Town community groups. You have to make a reservation first in order to use it. Mr. Rash said on average he is there about 2 times a week. Over the last few months it has been a few times a month. He would use the conference room less than 3 times a month. He would use his home office. No one else from the CIDA is or has used the space. This was tabled for a future meeting.

Name Badges.

Ms. Wolfe did some research for the name badges for the CIDA. She went over the information that she had and the Board decided to go ahead and order them. She asked that everyone let her know how they want their name to read on the badges. There is a small set up fee. They would be around \$15.00 more or less each. They would have the magnetic back. The Board was in agreement with Elaine Wolfe's suggestions. There was a motion by Chris Kempton with a second by Dave Schuster to authorize Elaine Wolfe to order the name badges as approved at a maximum cost not to exceed \$300.

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

EDO Report.

Jim Rash reported on the mapping meeting that was sponsored by the Planning Board. It was well attended and there were several CIDA members there. He will be following up on the possibility of a Craft Beer business locating to Clarence; he attended the Chamber Blender where the topic included trends of economic growth in Erie County and WNY; is working with Paul Leone on potential projects and also, on keeping a small manufacturing business in Clarence and he is working on the marketing campaign and promotion of the Town for economic growth. He is looking at a smaller add to run in the next few months featuring a CIDA project for the October Bus/Financial insert of the Clarence Bee.

Mr. Ertel added that there are two articles on IDA's in the news this morning that the Board would maybe like to look at.

There was nothing further.

There was a motion to adjourn the meeting by Michael Buettner with a second by Elaine Wolfe.

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

Meeting adjourned at 9:23 a.m.

Respectfully submitted,

Cynthia M. Rosel