

TOWN OF CLARENCE, ERIE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY

MINUTES
May 18, 2023

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

Present were Robert Dixon, Elaine Wolfe, Clayt Ertel and Chairman Kempton. Lauren Fix, Peter DiBiase and Mary Powell were unable to attend the meeting. Paul Leone, Larry Meckler, Jennifer Strong, Kimberly Ignatowski and Cynthia Rosel.

Minutes of, April 20, 2023 Meeting.

Chris Kempton asked if anyone had any questions or comments on the minutes of the April 20th meeting. There were none. There was a motion by Robert Dixon with a second by Elaine Wolfe to approve the April 20, 2023 meeting minutes. There was nothing on the question. The vote was as follows:

Vote: Ayes: Dixon, Wolfe, Ertel, Kempton. Noes: None
Recuse: None. Absent: Fix, DeBiase, Powell. Motion carried

Treasurer's Report.

Kimberly Ignatowski presented the financial report. She went over the balances in the cash-checking and CD accounts. As of May 18, 2023 the total expenses are in the amount of \$37,267.25. Interest earned to date is a total of \$1,531.69. There were no fees collected for the period. There is a net income of -35,235.56. The Total assets include Cash-Checking with interest account and three CD's. There was brief discussion regarding the interest on the CD's. Interest earnings have increased. There was a motion made by Clayt Ertel to accept the Treasurer's Report as submitted with a second by Elaine Wolfe. There was nothing on the question.

Vote: Ayes: Dixon, Wolfe, Ertel, Kempton. Noes: None
Recuse: None. Absent: Fix, DeBiase, Powell. Motion carried

Correspondence.

Ms. Rosel forwarded emails from NYSEDC to the Board members and staff. There was also a Notice of Public Hearing from the Amherst IDA that was e-mailed.

New Business.

Paul Leone has two applications to present to the Board for information only. He spoke about the mixed use project on Harris Hill and Sheridan Dr. He wanted the Board to review before deciding to set a public hearing. The application has not been signed yet. Mr. Ertel said that the project is not right on the corner of Harris Hill and Sheridan. Mr. Leone will get the work sheet to Ms. Strong that is used to determine eligibility. There was discussion regarding the employment figures on the application. Ms. Strong will follow-up with the review of the application and contact the applicant's attorney in order to have the application completed. Mr. Ertel asked where the project stands with the Town. Mr. Meckler

said that everything has been approved. The next step for the CIDA would be to set a public hearing for the meeting in July.

The next proposed project for the CIDA would be the DAMAR project. There would be two applications, one for sales tax only for DAMAR and the other would be for the Research Parkway project. Mr. Leone has both applications which he will show to Ms. Strong after the meeting to go over them.

The Dean Architect project also needs a public hearing for the June meeting. Mr. Leone and Ms. Strong will call Mr. Dean to remind him that there are still some items that are needed for the application. The completed signed application needs to be submitted in order to set the public hearing. This project is in the amount of \$1,105,000.00.

There was also discussion regarding the Green Project. The extension was approved. They have not submitted an extension fee. The 6 month extension expires in the middle of June. Mr. Kempton added that if the extension expires before the next meeting and the fee is not received, a letter should be sent that the extension has expired. They can re-apply if they choose to do so. There was discussion regarding the extension fee if they do re-apply. Mr. Kempton added that discussion would take place if they do re-apply.

There was discussion regarding the fee schedule. Ms. Rosel reminded Mr. Kempton that the fee schedule was on the agenda at the December 2022 meeting for discussion regarding simplifying the language. Mr. Kempton prepared a simplified schedule. This topic should be on a future agenda for discussion and possibly amend the fee schedule. Parts of the fee schedule are very vague and not specific.

Mr. Leone added that there may be the possibility of 3 more projects that he has discussed with a potential applicant. One of the potential projects would involve a solar farm.

Mr. Leone also asked about the Pallet Services Project and where it would be on the variance for the project. This may be on the ZBA agenda in June according to Mr. Ertel.

Items not on the Agenda.

Ms. Ignatowski is going to be sending out the CIDA Sexual Harassment Policy to everyone that reflects the New York State Model. NYS changed the model to be more descriptive to add more language. The policy is now about 12 or 13 pages up from 3 pages to 4 pages. The CIDA needs to adopt the new policy. The only thing that needs to be added is who would be designated as the person or persons who accept a complaint ...not a name just the title. Mr. Kempton added that it should be the Attorney and the Chairperson. This will be on the agenda at the June meeting. Mr. Kempton also asked about the training, if that is still a requirement and if the CIDA needs to take the training. Ms. Ignatowski answered that yes, that is still a requirement. As soon as she receives the information, she will let the CIDA Board know how this is going to be handled as far as how the training will be offered.

Public Comments.

There were no public comments.

There being nothing further, there was a motion to adjourn by Elaine Wolfe with a second by second by Robert Dixon. There was nothing on the question.

Vote: Ayes: Dixon, Wolfe, Ertel, Kempton. Noes: None
 Recuse: None. Absent: Fix, DeBiase, Powell. Motion carried

Meeting was adjourned at 8:52 a.m.

Respectfully submitted,
Cynthia Rosel