

Frank S. Venezia
Chairman
Joseph P. Richardson
Vice Chairman
Tim McCann
Secretary
Victoria Storrs
Assistant Secretary
Sandra Shapard
Member
Tim Maniccia
Member
David Kidera
Member

TOWN OF BETHLEHEM
Albany County - New York
INDUSTRIAL DEVELOPMENT AGENCY

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Regular Meeting Minutes
Friday, May 27, 2016
8:00 AM
Town Hall Auditorium

Thomas P. Connolly
*Executive Director,
 Assistant Secretary and
 Agency Counsel*
 518-447-3303
Allen F. Maikels
*Treasurer, Chief Financial Officer
 and Contracting Officer*
 518-487-4679
Elizabeth Staubach
*Economic Development
 Coordinator*
 Ext. 1189
Robin Nagengast
*Assistant to the Executive Director
 and Clerk*
 Ext. 1164

I. Call to Order

A Regular Meeting of the Bethlehem Industrial Development Agency of the Town of Bethlehem was held on the above date at the Town Hall Auditorium, 445 Delaware Avenue, Delmar, NY. The Meeting was called to order at 8:00 AM with the presence of a quorum noted.

Attendee Name	Title	Status	Arrived
Frank S. Venezia	Board Member/Chairman	Present	
Joseph P. Richardson	Board Member/Vice Chairman	Present	
Tim McCann	Board Member/Assistant Secretary	Present	
Victoria Storrs	Board Member	Absent	
Sandra Shapard	Board Member	Present	
Tim Maniccia	Board Member	Present	
David Kidera	Board Member	Present	
Thomas P. Connolly	Executive Director/Agency Counsel	Present	
Joe Scott	Bond Counsel	Absent	
Allen F. Maikels	CFO and Contracting Officer	Present	
Elizabeth Staubach	Senior Planner/ED Coordinator	Present	
Robin Nagengast	Assistant to the Executive Director	Absent	
Robert Leslie	Director of Planning	Present	

II. Minutes Approval

1. Friday, April 22, 2016

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Joseph P. Richardson, Board Member/Vice Chairman
SECONDER: Sandra Shapard, Board Member
AYES: Kidera, Venezia, Richardson, McCann, Shapard, Maniccia
ABSENT: Victoria Storrs

III. Reports of Committees

None.

IV. Communications

None.

V. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

Monolith (85 Vista Blvd) will be on next Planning Board agenda for 90 day extension of its site plan approval and 21 Vista Blvd (the solar farm) will be on the agenda for its second 90 day extension.

The Gateway Commerce Center may get PB approval to recommend to the Town Board. LWRP kick off meeting June 14 and waterfront boat tour June 20. IDA is invited.

- **REPORT OF ED COORDINATOR (STAUBACH)**

Marketing event on June 9 at 8am - guest speaker is Mike Yevoli, new regional director for Empire State Development. The CFA process is on its 6th round - Microenterprise Grant to be submitted again. ESD has a strategic planning and feasibility study grant with a match up to \$100,000 - Picotte Companies has been approached for 1251 New Scotland Road.

- **COLUMBIA 15 PROJECT (CONNOLLY)**

No change.

- **SAE SUN (MONOLITH) PROJECT (SCOTT)**

Monolith is proceeding slowly toward a closing.

- **COEYMANS RECYCLING CENTER LLC PROJECT(SCOTT)**

Project closed on May 10 and the Agency collected \$41,000 in fees.

VI. New Business

- **FINANCIAL STATEMENTS 4/30/16 (MAIKELS)**

Mr. Maikels presented the financial statements. Fee income from the Coeymans Recycling closing will be reported in the May financials at the June 22 meeting. Contractual expenses were slightly ahead of budget because of the audit fee paid in April.

- **OSC AUDIT (CONNOLLY)**

OSC has changed its priorities and there is no update.

- **REPORT: EMPLOYMENT ANALYSIS OF PROJECTS 12/31/15 (CONNOLLY)**

The employment analysis report is part of the Agency's compliance policy to compare estimated and actual jobs reported in 2015. Project job levels are meeting or exceeding levels in agreements and no further action is required.

- **REGULAR MEETING - WEDNESDAY, JUNE 22, 2016 8:00 A.M. AUDITORIUM**

Next meeting is Wednesday, June 22 at 8am.

VII. Adjournment

Motion To: Motion

RESULT:	ADJOURN [UNANIMOUS]
MOVER:	David Kidera, Board Member
SECONDER:	Tim Maniccia, Board Member
AYES:	Kidera, Venezia, Richardson, McCann, Shapard, Maniccia
ABSENT:	Victoria Storrs