

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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 and Contracting Officer*
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Elizabeth Staubach
*Economic Development
 Coordinator*
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Robin Nagengast
*Assistant to the Executive Director
 and Clerk*
 Ext. 1164

Regular Meeting Minutes
Friday, May 26, 2017
8:00 AM
Town Hall Auditorium

I. Call to Order/Roll Call/Quorum Determination

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	Absent	
Joseph P. Richardson	Board Member/Vice Chairman	Present	
Tim McCann	Board Member/Secretary	Present	
Victoria Storrs	Board Member/Assistant Secretary	Present	
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	
Robin Nagengast	Assistant to the Executive Director	Absent	
Elizabeth Staubach	Senior Planner/ED Coordinator	Present	
Robert Leslie	Director of Planning	Present	

II. Reports of Committees

No committee reports.

III. Communications

There are no communications.

IV. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

Air Products received site plan approval from the Planning Board to relocate the loading facility.

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

Invitations went out for the June 15 Economic Development Event, which will now take place at 126 South Port Road, the site of a recent IDA project. The Town Board has approved the first round of Microenterprise Awards - three businesses received funding. The 8-week entrepreneurial training class starts June 29.

- **COLUMBIA 15 PROJECT (CONNOLLY)**

There is no update from Columbia Development.

- **SAE SUN (MONOLITH) PROJECT (JENNIFER PICKETT)**

Commitment is anticipated any day. The application has been submitted to SBA.

- **AIR PRODUCTS PROJECT (CONNOLLY/SCOTT)**

Draft documents have been sent to the company.

V. **New Business**

- **FINANCIAL STATEMENTS 4/30/17 (MAIKELS)**

Mr. Maikels presented the April 30, 2017 financial report. The year-to-date comparison to the 2017 budget indicates the total income is \$1,876 under budget and expenses are slightly over budget, due to timing of paying contractual expenses that occur early in the year.

- **CENTER FOR ECONOMIC GROWTH REQUEST FOR INCREASE IN INVESTMENT TO \$3,000 (CONNOLLY)**

Board members discussed the proposed CEG dues increase and agreed no additional contribution should be made for 2017. CEG dues for future years will be discussed as part of the budget process. Ms. Storrs recused herself from the discussion.

- **REPORT: EMPLOYMENT ANALYSIS OF PROJECTS 12/31/16 (CONNOLLY)**

Employment analysis for 2017 was discussed. All projects that have recapture policies as part of their agreements are in compliance.

- **REGULAR MEETING - WEDNESDAY, JUNE 28, 2017 8:00 A.M. AUDITORIUM**

The next meeting is Wednesday, June 28 at 8am.

VI. **Adjournment**

Motion To: Adjourn

RESULT: **ADJOURN [UNANIMOUS]**
MOVER: Tim Maniccia, Board Member
SECONDER: Victoria Storrs, Board Member/Assistant Secretary
AYES: Richardson, McCann, Storrs, Shapard, Maniccia, Kidera