

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, March 23, 2018
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	Present	
Joseph P. Richardson	Board Member/Vice Chairman	Present	
Tim McCann	Board Member/Secretary	Absent	
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	Present	
Allen F. Maikels	CFO and Contracting Officer	Present	
Robin Nagengast	Assistant to the Executive Director	Present	
Elizabeth Staubach	Senior Planner/ED Coordinator	Present	
Robert Leslie	Director of Planning	Present	
David VanLuven	Town Supervisor	Present	

II. Minutes Approval

1. Annual Meeting Friday, February 23, 2018

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

2. Regular Meeting Friday, February 23, 2018

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Tim Maniccia, Board Member
SECONDER: David Kidera, Board Member
AYES: Venezia, Richardson, Storrs, Shapard, Maniccia, Kidera

III. Reports of Committees

No committees met since the last meeting.

IV. Communications

No new communications.

V. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

There are no Planning Board projects with applications before the IDA. BBK, Inc. , a 6000sf machine shop on Wemple Road, is expected to submit a project to the Planning Board that might involve future expansion.

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

Five sponsors have been secured for the June Marketing Event. The key note speaker will be Chris Leo with the Office of Community Renewal.

Since the last meeting, there have been conversations with three businesses looking to locate in town.

- **COLUMBIA 15 PROJECT (CONNOLLY)**

Nothing to report.

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

Documents are under review for a possible April closing.

- **1220 NEW SCOTLAND RD/ARCH SCBTHNY02 TERMINATION (SCOTT)**

Terminations documents are going out early next week.

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

Final paperwork needs signature from the Company.

VI. New Business

- **REVIEW/APPROVAL OF 2017 PARIS REPORT/RESOLUTION (MAIKELS)**

Upon motion by Ms. Shapard, seconded by Mr. Richardson, and unanimously approved by all Members present, the Agency accepted the 2017 PARIS Report.

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

- **REVIEW/APPROVAL 2017 PERFORMANCE MEASURES/RESOLUTION (CONNOLLY)**

Upon motion by Ms. Shapard, seconded by Ms. Storrs, and unanimously approved by all Members present, the Agency accepted the 2017 Performance Measures.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sandra Shapard, Board Member
SECONDER: Victoria Storrs, Board Member/Assistant Secretary
AYES: Venezia, Richardson, Storrs, Shapard, Maniccia, Kidera

- **REVIEW/APPROVAL 2017 ANNUAL INVESTMENT REPORT/RESOLUTION (MAIKELS)**

Upon motion by Mr. Kidera, seconded by Mr. Richardson, and unanimously approved by all Members present, the Agency accepted the 2017 Investment Report.

RESULT: APPROVED [UNANIMOUS]
MOVER: David Kidera, Board Member
SECONDER: Victoria Storrs, Board Member/Assistant Secretary
AYES: Venezia, Richardson, Storrs, Shapard, Maniccia, Kidera

- **REVIEW/APPROVAL 2017 ANNUAL PROCUREMENT REPORT/RESOLUTION (MAIKELS)**

Upon motion by Mr. Maniccia, seconded by Mr. Kidera, and unanimously approved by all Members present, the Agency accepted the 2017 Procurement Report.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Maniccia, Board Member
SECONDER: David Kidera, Board Member
AYES: Venezia, Richardson, Storrs, Shapard, Maniccia, Kidera

- **REVIEW/APPROVAL 2017 REPORT OF REAL PROPERTY OWNED (MAIKELS)**

Upon motion by Ms. Shapard, seconded by Ms. Storrs, and unanimously approved by all Members present, the Agency accepted the 2017 Real Property Owned Report.

RESULT: TABLED [UNANIMOUS]
MOVER: Sandra Shapard, Board Member
SECONDER: Victoria Storrs, Board Member/Assistant Secretary
AYES: Venezia, Richardson, Storrs, Shapard, Maniccia, Kidera

- **FINANCIAL STATEMENTS 2/28/18 (MAIKELS)**

Mr. Maikels reported the financials as of February 28, 2018.

- **REGULAR MEETING - FRIDAY, APRIL 27, 2018 8:00 A.M. AUDITORIUM**

The next regular meeting is scheduled for April 27, provided there is an agenda.

VII. Adjourn

Motion To: Adjourn

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