

**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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**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

**Regular Meeting Minutes**  
**Wednesday, August 22, 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 8:01 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	Absent	
Sandra Shapard	Board Member	Absent	
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	

**II. Minutes Approval**

1. Friday, May 25, 2018

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

**III. Reports of Committees**

- **WORKSHOP COMMITTEE (RICHARDSON)**

The IDA Workshop will be Friday, October 26 at 9am at Five Rivers Environmental Education Center. The location of the regular IDA meeting scheduled for 8am will be determined when it is known if there is an agenda to consider.

#### **IV. Communications**

- **MEMO FROM NYS ESD PRIVATE ACTIVITY BOND ALLOCATION ADJUSTMENT (CONNOLLY)**

The Agency has no viable project for the funds allocated for 2018. Empire State Development has been notified that the funds can be reallocated to other projects.

#### **V. Old Business**

- **PLANNING BOARD UPDATE (LESLIE)**

The Planning Board is reviewing applications from SABIC for renovation/expansion and from PSEG for production improvements. The Development Planning Committee met on applications for a commercial development on 9W and for 1 million square feet of industrial warehouse space at Beacon Harbor.

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

At the June Marketing Event, 17 of 20 Micro Enterprises presented their products and services. The 2014 ME grant has been closed out. The 2016 Garden Bistro grant created the promised 7 jobs. Two CFA applications submitted: another \$200,000 ME request and an ESD grant for a market analysis on the Picotte building.

A meeting with CEG is scheduled to discuss priority sites in Bethlehem.

- **COLUMBIA 15 PROJECT (CONNOLLY)**

There is no update on Columbia 15.

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

After an internal transition of ownership, the documents are with the new contact and should be completed by the September meeting.

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

The documents should be completed by the September meeting.

- **PSEG/NATIONAL GRID PROJECT (SCOTT)**

The signed PSEG documents will be returned to the Company this week or next week.

#### **VI. New Business**

Mr. Connolly reported that the Authorities Budget Office has proposed new regulations for IDAs, namely, Part 250 to Title 19 of NYCRR. There was a consensus that the Agency should engage Hodgson Russ LLC to help the Agency comply with the new regulations.

- **FINANCIAL STATEMENTS 7/31/18 (MAIKELS)**

The Agency is ahead of budget due to fee income.

- **FINANCE COMMITTEE BUDGET MEETING - WEDNESDAY SEPTEMBER 5, 2018 AT 8:00AM, ROOM 101A**

- **REGULAR MEETING - FRIDAY, SEPTEMBER 28, 2018 8:00AM, AUDITORIUM**

**VII. Adjournment**

**Motion To:** Adjourn

<b>RESULT:</b>	<b>ADJOURN [UNANIMOUS]</b>
<b>MOVER:</b>	Tim Maniccia, Board Member
<b>SECONDER:</b>	David Kidera, Board Member
<b>AYES:</b>	Frank S. Venezia, Joseph P. Richardson, Tim Maniccia, David Kidera
<b>ABSENT:</b>	Tim McCann, Victoria Storrs, Sandra Shapard