

Frank S. Venezia
Chairman
Joseph P. Richardson
Vice Chairman
Tim McCann
Secretary
Victoria Storrs
Assistant Secretary
Vacant
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, September 28, 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	Present	
Victoria Storrs	Board Member/Assistant Secretary	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	Present	
Elizabeth Staubach	Senior Planner/ED Coordinator	Absent	
Robert Leslie	Director of Planning	Present	

II. Minutes Approval

1. Wednesday, August 22, 2018

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

III. Reports of Committees

• **DRAFT BUDGET FOR 2019 (MAIKELS)**

The draft 2019 budget was discussed, including the service fee to the town and CEG dues.

- **2019 BUDGET/RESOLUTION (VENEZIA)**

Upon motion by Mr. Richardson, seconded by Mr. Maniccia, the Agency adopted the 2019 budget with all members in approval.

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

- **REVISION FUND BALANCE POLICY/RESOLUTION (VENEZIA)**

The revised policy reflects the new minimum targeted fund balance level.

Upon motion by Mr. Maniccia, seconded by Mr. Richardson, the Agency unanimously approved the revised fund balance policy.

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

IV. Communications

V. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

VVK, Inc., a microenterprise grant recipient, and PSEG have applications for site plan approval before the Planning Board.

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

Four businesses are interested in relocating or expanding in Bethlehem; some may be eligible for small business grants or IDA benefits.

- **COLUMBIA 15 PROJECT (CONNOLLY)**

The developer advises a tenant is still being sought.

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

The termination documents have been signed; final copies to be delivered.

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

The execution documents are out for signature and expected next week.

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

The execution documents are out for signature and expected next week.

- **DISCUSSION WORKSHOP DATE 10/26/18 9AM-12PM**

The IDA Workshop is scheduled for Friday, October 26, 9:30am at the Five Rivers Environmental Education Center. The IDA will hold a Regular Meeting immediately preceding the Workshop in the Town Hall Auditorium Friday, October 26 from 8-9am at which time there will be a public meeting with Monolith and an executive session with counsel.

- **MONOLITH STATUS REPORT ON CONSTRUCTION 85 VISTA BLVD. (ERBY/FOBARE/PICKETT)**

Monolith reported via email that business operations are being restructured and construction at Vista has been temporarily stopped. Monolith will report to the Agency at a future meeting.

VI. New Business

- **FINANCIAL STATEMENTS 8/31/18 (MAIKELS)**

Mr. Maikels reported on the August 2018 financials.

VII. Adjournment

Motion To: Adjourn

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