

# CITY OF AMSTERDAM INDUSTRIAL DEVELOPMENT AGENCY

## MEETING MINUTES

February 19, 2015

PRESENT: Mr. Baia, Mr. LaCoppola, Mr. Rossi, Mr. Nelson, Mr. Landon, Mr. Gallup,  
AIDA Executive Director Jody Zakrevsky, Administrative Assistant Sandra Yutes, Mr.  
Barone, Liaison to AIDA

EXCUSED ABSENCE: Mr. McKenney

This meeting of the City of Amsterdam Industrial Development Agency was held on  
February 19, 2015 in Room 205 at City Hall, 61 Church St., Amsterdam, New York  
12010.

Chairman **Baia** called the meeting to order at 6:00 p.m.

Public Comment: None

A motion to approve the Annual Organizational Meeting Minutes of January 15, 2015 was made  
by **Mr. Rossi** and seconded by **Mr. LaCoppola**. Roll call was taken resulting in all  
“ayes” thereby unanimously passing the motion.

A motion to approve the regular Meeting Minutes of January 15, 2015 was made by **Mr.**  
**Landon** and seconded by **Mr. Rossi**. Roll call was taken resulting in all “ayes” thereby  
unanimously passing the motion.

**Resolution 2015-03** to allow the payment of the February 2015 Bills and Invoices was  
sponsored by **Mr. Rossi** and seconded by **Mr. Baia**. Roll call was taken, resulting in all  
“ayes” thereby unanimously passing Resolution **2015-03**.

The **Treasurer’s Report** was given by **Mr. Rossi**. A motion to accept the Treasurer’s  
Report was made by **Mr. LaCoppola** and seconded by **Mr. Gallup**. Roll call was taken  
resulting in all “ayes” thereby unanimously passing the motion.

**Directors Report Mr. Zakrevsky:**

### ▪ Correspondence Received:

-Proposal from Beacon Insurance Company to raise insurance on 44-46 Main Street and  
Umbrella insurance coverage.

▪**Financial Updates:**

-AIDA received \$225,000 from NYS Empire State Development for the Main Street project. Of this amount, approximately \$160,000 was sent to the Capital District Community Loan Fund to pay off AIDA's construction loan, \$50,000 was deposited into First Niagara Money Market account and the remaining \$15,000 was deposited into First Niagara General checking account. A new account with Patriot Bank will be opened later this spring when Board members can meet at the bank for signature documentation.

-AIDA also received a \$ 3,120. reimbursement from the NYS Office of Homes and Community Renewal for Mohawk Fabric Grant.

-AIDA incurred the following unbudgeted expenses that need to be paid. Insurance premium for additional coverage for the Main St. building, AGT repairs for approximately \$10,500, additional legal fees for \$1,785., repairs at the Main St. building totaling \$2,623.10 and repairs at Emma Lou's Diner totaling \$1,058.48.

▪**Embassy Millworks:**

-Agency Counsel is handling all matters

▪**Mohawk Fabric:**

-AIDA completed paperwork requesting payment for grant disbursement along with documentation. Need to provide further documentation to the NYS Empire State Development to supplement disbursement request.

▪ **2 Chuctanunda Street (Emma Lou's Diner)**

-Dan Derby inspected and cleared the roof of snow accumulation.

▪ **Beckmann's Converting:**

- Awaiting documentation from Beckmann's for employee income verification as well as a new personal financial statement update.

-AIDA needs to gather third party cost estimates for Beckmann's matching requirements.

-AIDA needs to begin environmental review of the project.

▪**Mohawk Architectural Aluminum Products:**

-Still awaiting requested information from December 10<sup>th</sup>, additional documentation needed from the company includes new financial profit and loss statements, letter from them to the State of NY requesting increase of RESTORE NY Grant from \$1.3 million to \$1.5 million along with reasons why the increase is needed, and AIDA Bond application.

▪**Mohasco Site Redevelopment:**

-A meeting was held between the City's Corporation Counsel, AIDA's attorney and staff to discuss easement language for transfer of City owned property.

▪**44-46 East Main St.:**

-Reconstruction is complete.

-Don Derby has made some minor repairs to building.

-The NYS Department of State has requested and was supplied with a sub-recipient agreement between the City of Amsterdam and the IDA as well as certifications from the Mayor that the project will comply with local procurement requirements. According to the Department of State, these are required before they can finalize AIDA's \$2,000 grant agreement.

-A new tenant rented the third floor of 46 Main Street.

▪**GIANT Solutions:**

-AIDA has received information from the company about their number of employees as well as the purchase they have made toward their Small Cities grant.

▪**Small Cities Grant Program:**

-AIDA received \$3,120 for the program delivery and administration of the Small Cities grant for Mohawk Fabric.

▪**Power House Property:**

-Nothing new to report.

▪**AGT Technologies:**

-Staff had a meeting with the mayor and the owner of the company to discuss a possible new grant for their expansion plans.

-AGT has requested that AIDA pay for some repairs to the sewer disposal system in the building at an estimated cost of \$4,500.

-AGT's roof is leaking. AIDA has contacted Ken Frederick who inspected the building and estimates the cost of the repairs to be between \$4,600 and \$5,000. He needs to rent a lift to remove and reinstall roof insulation after seam repair.

▪**2015-2016 City Budget Request:**

-At the suggestion of the City's Corporation Counsel a request was submitted to Mayor Thane to appropriate \$50,000 in the upcoming budget for AIDA.

▪ **Governor's Economic Opportunity Agenda:**

-Staff met with Mayor Thane and members of her economic development team to Discuss strategies for the \$1.5 billion upstate Revitalization competition.

-Staff contacted Mohawk Valley Edge economic development corporation to assist in strategies.

**Committee Reports:** **Mr. Gallup** spoke to the Board regarding 44-46 East Main St. Discussed snow removal and follow up on the repairs made to the apartments and property. Also discussed Emmy Lou's roof repair and snow removal.

**Unfinished Business:** There was none

**New Business:**

A **Resolution** to employ Ken Fredericks to make emergency roof repairs at the AGT building located at 5 Sam Stratton Rd. was sponsored by **Mr. Rossi** and seconded by **Mr. Gallup**. Roll call was taken resulting in all "ayes" thereby passing **Resolution 2015-04**.

A **Resolution** to hire American Cleaning Company to provide cleaning services at 44-46 Main Street was sponsored by **Mr. Rossi** and seconded by **Mr. LaCoppola**. Roll call was taken resulting in all "ayes" thereby passing **Resolution 2015-05**.

A **Resolution** to hire Phil's Interior and Exterior Company to maintain snow removal at 44-46 Main Street was sponsored by **Mr. Rossi** and seconded by **Mr. Nelson**. Roll call was taken resulting in all "ayes" thereby passing **Resolution 2015-06**.

A **Resolution** to hire Architect Tom Cisek to oversee Beckmanns fence and boiler room project for an amount not to exceed \$3,000 was sponsored by **Mr. Gallup** and seconded by **Mr. Baia**. Roll call was taken resulting in all "ayes" thereby passing **Resolution 2015-07**.

A **Resolution** to make repairs to AGT sewer lines at 5 Sam Stratton Rd. was sponsored by **Mr. Rossi** and seconded by **Mr. Gallup**. Roll call was taken resulting in all "ayes" thereby passing **Resolution 2015-08**.

There being no further business to discuss a motion to adjourn was made by **Mr. Baia** and seconded by **Mr. Gallup**. Roll call was taken resulting in all "ayes" thereby passing the motion. The meeting was adjourned at 7:15p.m.

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**SECRETARY**