

CITY OF AMSTERDAM INDUSTRIAL DEVELOPMENT AGENCY

MEETING MINUTES

October 25, 2012

PRESENT: Mr. DeRossi, Mr. Baia, Mr. Barone, Mr. Russo, Mr. Phelps, Mr. LaCoppola, Jody Zakrevsky (AIDA Executive Director), Attorney Schwartz, Alderwoman and AIDA Liaison Gina DeRossi, Rebecca Webster (Recorder), Donna Phelps

Excused absence: Mr. Rossi

This meeting of the City of Amsterdam Industrial Development Agency was held on October 25, 2012, in Room 205, at City Hall, 61 Church Street, Amsterdam, New York 12010.

Chairman **DeRossi** called the meeting to order at 6:30 p.m.

Chairman **DeRossi** opened the floor for **Public Comment**, there was none.

A motion to approve the regular Meeting Minutes of August 16, 2012 was made by **Mr. Barone** and seconded by **Mr. LaCoppola**. Roll call was taken resulting in all “ayes” thereby passing the motion.

Resolution 2012- 21 to allow the payment of the October Bills and Invoices was sponsored by **Mr. Barone** and seconded by **Mr. Russo**. Roll call was taken, resulting in all “ayes” thereby unanimously passing Resolution 2012-21.

The **Treasurer’s Report** was given by **Director Zakrevsky**. After discussion a motion to accept the Treasurer’s Report was made by **Mr. Barone** and seconded by **Mr. Russo**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion.

Under Directors Report **Mr. Zakrevsky** briefed the Board on several items:

- Meetings held with various dignitaries and businesses.
- Under Financial Updates the 2011-2012 Audit was received, Director Zakrevsky stated we finished the year with a surplus. Director Zakrevsky thanked the Board for their help and input given to him during the year. Chairman DeRossi congratulated Director Zakrevsky and the Board also for their exceptional work and on the Audit. The 2012 PARIS Report was submitted and is available on line. AIDA’s policies are being reviewed for conformance with State requirements. Our Web site will be updated.
- Embassy Millworks was asked by the Regional Council to be part of their presentation to the Governor and his review team.
- Mohawk Fabrics was also selected by the Regional Council as a priority project for funding under

the Consolidated Funding Application process.

- AIDA is still waiting for Amsterdam Overhead Door's to submit verification of how they spent the \$10,000 bridge loan so we can process their grant application for approval.
- 44-46 East Main St (former United Way Building) renovation: Nick Zabawsky would develop a scope of work with cost estimates. AIDA and Mr. Zabawsky met with Jeff Senecall (Codes) and Erwin Harnish (engineering) to tour the building. Hiring a local architect to put the information on a building plan was suggested. Staff met with Tom Cisek and he anticipates having a proposal to AIDA by early next week. A report of a former tenant going into the building has not been substantiated but the locks on the building will be changed. The Capital District Community Loan Fund is charging 6% for interim financing in the form of a line of credit.
- 2 Chuctanunda St. (Emma Lou's Diner) three proposals to re place the heating system were received. A **Resolution** to accept the bid for \$6000 but not to exceed this amount was made by **Mr. Barone**. This Resolution was seconded by **Mr. Russo**. Roll call was taken resulting in all "ayes" thereby passing **Resolution 2012-22**. An application for grant assistance was discussed.
- Consolidated Funding Applications: Announcements are expected in November
- Chalmers Site: The City of Amsterdam has issued a request for proposals from developers for the redevelopment of the site.
- Beckmann Converting's installation of their fence is on hold.
- NBT Bank and Citizens Bank have been contacted with respect to assist AIDA with financing
- Awaiting the City's decision on the City of Amsterdam Informational Sign.
- Empire Zone Business annual reports (BARs) will submitted to the State directly and then given to AIDA
- Enterprise Amsterdam is a new business venture formed by three local businessmen, Gary Brown, Sam Palazzole and Robert Quick
- Mohawk Lifts will be locating their new building in Glenville.

A motion to accept the Director's Report was made by **Mr. Barone** and seconded by **Mr. Baia**. Roll call was taken resulting in all "ayes" thereby passing the motion.

Four **Resolutions** were made by the full board and approved by the full board. Resolutions passed were;

1. **Resolution 2012-23** - The transfer of \$10,163.56 from our JFA Account to our General Operating Account in accordance with our Adopted Budget
2. **Resolution 2012-24** - Authorize the Director to enter into contract with Thomas Cisek, Architect, for services if under \$10,000
3. **Resolution 2012-25** - Authorize the Director to submit an application for loan assistance to the Capital District Community Loan Fund with the provision that, if approved, loan documents would need to be pre-approved by the full Board.
4. **Resolution 2012-26** - Approve draft organization chart.

Under Committee Reports: There was none

Under unfinished business: There was none

Under New Business: There was none.

A motion to enter executive session was made by **Mr. Barone** and seconded by **Mr. Baia**. Roll call was taken resulting in all “ayes” thereby passing the motion. Executive session was entered at 7:15 p.m.

A motion to exit Executive Session was made by **Mr. Barone** and seconded by **Mr. Russo**. Roll call was taken resulting in all “ayes” thereby passing the motion. Executive Session was exited at 7:44 p.m.

There being no further business to discuss, a motion was made by **Mr. Barone** to adjourn. **Mr. Russo** seconded the motion. Roll call was taken resulting in all “ayes” thereby passing the motion. The meeting adjourned 7:45 p.m.

SECRETARY