

CITY OF AMSTERDAM INDUSTRIAL DEVELOPMENT AGENCY

MEETING MINUTES

March 28, 2013

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

This meeting of the City of Amsterdam Industrial Development Agency was held on March 28, 2013, 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 February 21, 2013 was made by **Mr. Barone** and seconded by **Mr. Russo**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion.

Resolution 2013- 09 to allow the payment of the March 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 2013-09.

The **Treasurer’s Report** was given by **Mr. Rossi**. A motion to accept the Treasurer’s Report was made by **Mr. Pepe** and seconded by **Mr. Barone**. 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**, year to date expenses through Feb. are approximately 68% and on track with budget projections however year to date revenue are approximately 5% below budget forecast.

Given shortage in revenues and projection \$50,000 is being moved from money market into operating.

- **44-46 East Main St (former United Way building)** asbestos work was completed and a change order approved to remove addition asbestos found in basement which was previously undetected.

Air monitoring during asbestos removal was performed by Spectrun Environmental

The general construction for the rehabilitation was bid out and 3 companies submitted bids. Low bidder was AB Construction and Environmental of Gloversville, NY. Buildings and Grounds Committee met with them and are recommending approval to hire.

Low bid to remove debris from the building was submitted by James Laki and the debris have been removed.

The Mayor has received and signed an incentive offering from the NYS Empire State Development for the \$225,000 grant.

The NYS Department of State, who has awarded a \$200,000 grant, has ordered a sign from the NYS Department of Correction to be placed in the building during construction. AIDA Chairman Daniel DeRossi's name is to be put on the sign along with Mayor Thane.

An environmental review must be approved by the Board.

Plans are still being reviewed by the NYS Parks, Recreation and Historic Preservation for the 3rd floor. They have given approval for the 1st and 2nd floor.

- **Embassy Millworks** provided their current business debt, current business financials, third Party cost estimates and a revised activity detail form required for processing their state contracts to AIDA and the NYS Department of Homes and Community Renewal

They also provided AIDA with a mortgage on their property for the first Small Cities Grant in the amount of \$200,000 as well as a UCC-1 agreement for the capital equipment.

- **Mohawk Fabrics** provided to AIDA and the NYS Department of Homes and Community Renewal resumes of the two principals, a marketing strategy, a market analysis, their local competitors and a commitment from the company on job creations.

A offering letter was sent and is now being revised from NYS Empire State Development awarding \$40,000 in State ESD for assistance for the project

AIDA met with the owner and assisted with filing out the extension request for his first grant award as well as his application for completion.

- **National Grid Emergency Loan and Grant Program** –A \$10,365 check to reimburse us for the grant to Amsterdam Overhead Door was sent by Schoharie County. A discharge of their loan needs to be filed.

- **2 Chuctanunda Street (Emma Lou's Diner)** The hot water heater that broke was replaced in March and AIDA needs to get quotes from two roofing contractors to repair the diner's roof.

- **Consolidated Funding Applications** submitted by AIDA were recommended for final consideration :

Saratoga Horseworks - \$25,000

GIANT Solutions - \$50,000

Mohawk Architectural Aluminum Products -\$600,000

Vida-Blend -\$26,000

East End Market -\$40,000

- **City of Amsterdam Informational Sign:** A Resolution to authorize installation of a DLS line and router for use by the City and to pay a monthly usage fee was discussed.

- **Empire Zone Business Annual Reports (BARs)** Companies have until May 1st to either file an appeal or submit a Business Annual Report. 30 day business notices are to be mailed by April 1st.

- **Wrestling Hall of Fame Building:** Bids for the painting of the two wrestling hall of fame building were received by the Amsterdam Urban Renewal Agency. Four bids were received for 30-32 Main St. and four bids for 24-26 Main St.

Award for the bids must be approved by the IDA Board. 75% of the financing is coming from the Amsterdam Urban Renewal Agency with the remaining 25% coming from the IDA.

- **Small Cities Grant Program:** Embassy Millworks and Mohawk Fabrics have supplied all the requested information to the NYS Office of Homes and Community Renewal. Environmental reviews for both projects are now underway.

Out of the five companies that requested copies of our RFP's Shelter Planning responded with a proposal totaling \$3,500

- **Vida Blend:** Staff have recently toured the facility and they are current on their loan repayments.
- **PCT Technologies** currently rents their facility from AIDA and their industrial grade hot water heater ruptured and an emergency repair was ordered as well as a replacement hot water heater installed. AIDA is waiting for the cost and repair bill to be sent. Possibly an insurance claim can be issued.
- **Beckmann's Converting:** Mr. Pepe met with Mr. Beckman and Peter Piusz to discuss renewing their lease with AIDA.
- **Loan Application Request:** AIDA has received a loan application request for DTC Caboose, Inc.

A motion to enter Executive Session to discuss pending proposed litigation was made by **Mr. Russo** and seconded by **Mr. Barone**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion. Executive session was entered at 7:34 p.m.

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

Committee Reports: **Mr. Baia** discussed the Buildings and Grounds Committee meeting of February 27, 2013. After receiving bids from three companies for the rehabilitation of 44-46 East main St., the committee called the low bidder in and then made their recommendation for approval. Mr. Zakrevsky stated three grants have been received for the buildings rehabilitation but there is a time frame for the URA grant and AIDA has to expedite as quickly as possible.

Resolution 2013 – 10 was made by **Mr. Pepe** to accept the proposal made by Mr. Squires of AB Construction and Environmental and enter into a contract with them for the 44-46 East Main St. Re-Construction This was seconded by **Mr. Russo**. Roll call was taken resulting in al “ayes” thereby unanimously passing **Resolution 2013-10**

Resolution 2013-11 was sponsored by **Mr. Baia** approving a monthly payment for DSL charges for a period of one year and giving us proper placement on the sign. Roll call taken resulting in Full Board approval thereby passing **Resolution 2013 -11**

Resolution 2013-12 was sponsored by **Mr. Rossi** to hold a special meeting for discussion and approval of a loan. Roll call was taken resulting in Full Board approval thereby passing **Resolution 2013 -12**

Resolution 2013 - 13 was sponsored by **Mr. Rossi** to accept the proposal of Shelter Planning for consultant services. This was seconded by **Mr. LaCoppola**. Roll call was taken resulting in all “ayes” thereby passing **Resolution 2013 -13**

Resolution 2013-14 was sponsored by **Mr. Russo** to accept the bid for the painting of the two Wrestling Hall of Fame buildings. This was seconded by **Mr. Rossi**. Roll call was taken resulting in all “ayes” except for one “nay” vote by Mr. Baia. Majority rule, the “ayes” have it and Resolution 2013- was passed.

Resolution 2013 -15 was sponsored by **Mr. Barone** allowing Mr. Zakrevsky to approve change orders up to \$2,500 this was seconded by **Mr. Rossi**. Roll call was taken resulting in all “ayes” thereby passing **Resolution 2013-15**

Resolution 2013 –16 was sponsored by **Mr. Barone** to change the monthly meeting to the 4th Thursday of the month to start a 6:30 p.m. **Mr. Rossi** seconded the resolution. Roll call was taken resulting in Full Board approval thereby passing **Resolution 2013 –16**

Resolution 2013-17 was sponsored by Mr. Barone and seconded by Mr. Pepe regarding the Environmental Impact Assessment and whether 44-46 East Main Street project will have a significant impact on the environment. The Resolution states that AIDA's response was no and Resolution **2013-17** was passed by Full Board vote.

A financial committee meeting was scheduled for Monday April 1, 2013 at 4:30 p.m.

There being no further business to discuss a motion to adjourn was made by **Mr. Barone** and seconded by **Mr. Rossi**. Roll call was taken resulting in all "ayes" thereby unanimously passing the motion. The meeting was adjourned at 8:24 p.m.

Secretary