

CITY OF AMSTERDAM INDUSTRIAL DEVELOPMENT AGENCY

MEETING MINUTES

September 25, 2014

PRESENT: Mr. Baia, Mr. LaCoppola, Mr. Rossi, Mr. Pepe, Mr. Beck, AIDA Executive Director Jody Zakrevsky, Administrative Assistant Sandra Yutes, Attorney Schwartz, Donna Phelps

Excused Absence: Mr. Gallup, Mr. Nelson

This meeting of the City of Amsterdam Industrial Development Agency was held on September 25, 2014, at City Hall, 61 Church St., Amsterdam, New York 12010.

Chairman **LaCoppola** called the meeting to order at 6:01 p.m.

Chairman **LaCoppola** opened the floor for **Public Comment** – There was none

A **Motion** to approve the Meeting Minutes of August 28, 2014, was made by **Mr. Pepe** and seconded by **Mr. Baia**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion.

Resolution 2014 -31 to allow the payment of the September 2014 Bills and Invoices was sponsored by **Mr. Rossi** and seconded by **Mr. Beck**. Roll call was taken, resulting in all “ayes” thereby unanimously passing **Resolution 2014-31**.

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. Beck**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion.

Directors Report Mr. Zakrevsky:

- AIDA’s meetings from August 29, 2014 through September 23, 2014 were listed
- **Correspondence Received:**
 - A draft of 2013 -2014 Audit was received
 - AIDA received notice from the NYS Appellate Division of the Supreme Court that the attorneys for Noteworthy has requested their petition to challenge the IDA be withdrawn.
- **Financial Updates:**
 - Income for August exceeded expenses by over 25%, mainly due to Emma Lou’s Diner becoming current on past due payments.
 - The draft audit for the period ending June 30, 2014 has been received and contains no

surprises or material weaknesses.

▪ **Embassy Millworks:**

- Nothing new

▪ **Mohawk Fabric:**

- Staff is working to submit required documentation for the final ESD Grant award.

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

- The tenant has brought the lease payments up to date.

▪ **Beckmann's Converting:**

- A grant application was prepared and delivered to the NYS Office of Homes and Community Renewal in the amount of \$68,000 to provide financial assistance to the company for installing a perimeter fence and making improvements to one of the boiler rooms.

- As was requested by Councilman Russo, a letter was sent to Beckmann's requesting the Council's assistance in cleaning up City debris in front of their property.

▪ **Mohawk Architectural Aluminum Products:**

- A draft offering letter was prepared and sent to the owners of Mohawk Architectural Aluminum products.

- A request was made to have representatives from the Company meet with the Board during the September Board of Directors meetings. Both principals indicated they had other commitments.

▪ **Mohasco Site Redevelopment:**

- AIDA received notice from the Appellate Division of the Supreme Court that Noteworthy's attorneys have requested that their petition to challenge the IDA on the taking of their client's property be withdrawn.

- A property survey of Noteworthy's property has been forwarded to our Attorney to transmit to Noteworthy's attorney.

- Our Attorney is still drafting up an easement for greenbelt for the City.

▪ **44-46 East Main St.:**

- Staff filed a request with the NYS Empire State Development for a waiver on the contract requirements for Women and Minority Business Owner contract requirements

- The building is currently being checked for lead based paint.

- The mural room is nearly completed. Contracts were signed by the Chairman and forwarded to ESD. In addition, an "opinion letter" was drafted and sent to ESD from our Attorney.

-We referred a startup bakery to our realtor who indicated they are planning to lease the ground floor of 44 East Main Street in November.

-The Building and Grounds Committee met and interviewed Don Derby of A.L. Harrison Construction to be the buildings maintenance superintendent. He would charge \$45 per hour during regular hours and \$60 per hour during late evenings and weekends. He has his own worker compensation and liability insurance. He would also be on call for all of our other manufacturing buildings. The Building and Grounds Committee is recommending we hire him. Chief Executive Officer Zakrevsky mentioned that Mr. Derby was a relative of a Board member but there was no conflict of interest in the dealings.

▪**GIANT Solutions:**

-.Nothing new to report

▪**Power and Composite Technologies (PCT):**

-PCT vacated our building in August. They have agreed to make payments in lieu of taxes through the remainder of the year (lease period). Our attorney has drawn up and forwarded a lease termination agreement.

▪**Breton Industries:**

-A new lease was prepared by our attorney and forwarded to Breton Industries.

▪**AGT Technologies:**

-AGT signed a lease with AIDA to lease the premises formerly leased by PCT. They agreed to a 5% increase in rent with a five year lease.

▪**NYS Comptroller's Annual Reports:**

-Staff is working on the following reports due to the NYS Comptroller's Office

- Annual Certified Financial Report
- Annual Procurement Report
- Annual Investment Report

Committee Reports:

Mr. Baia spoke on behalf of the Buildings and Grounds Committee. A meeting was held Tuesday regarding property maintenance at 44-46 East Main St. and other properties under AIDA's ownership.

Unfinished Business:

-A fee schedule for Mohawk Architectural Aluminum Systems, LLC was discussed

Resolution 2014 -32 was made by **Mr. Rossi** to set the fee schedule for any and all bond applications as follows:

- ¾ of 1% for the Agency fee
- ¾ of 1% for the Agency Counsel
- 1% for the Bond Counsel

This resolution was seconded by **Mr. Pepe**. Roll call was taken resulting in all “ayes” thereby unanimously passing **Resolution 2014 -32**

New Business: Main Street Property Maintenance:

Resolution 2014 –33 was made by **Mr. Beck** to authorize the employment of Don Derby as AIDA’s building and grounds supervisor at the cost of \$45 per hour during the day and \$60 per hour during the evenings and weekends as needed. **Mr. Pepe** seconded the resolution and roll call was taken resulting in all “ayes” thereby unanimously passing **Resolution 2014-33**

A **motion** to enter Executive Session to discuss Property was made by **Mr. Rossi**. This was seconded by **Mr. Baia**. Roll call was taken resulting in all “Ayes” thereby passing the motion. Executive Session was entered at 6:36 pm

A **motion** to exit Executive Session was made by **Mr. Baia** and seconded by **Mr. Rossi**. Roll call was taken resulting in all “ayes” thereby passing the motion. Executive Session was exited at 6:49 pm

There being no further business to discuss a motion to adjourn was made by Mr. Beck. This was seconded by **Mr. Pepe**. Roll call was taken resulting in the majority voting in favor to adjourn. **Mr. Baia** cast the opposing vote. The motion was passed and the meeting was adjourned at 6:52 p.m.

Secretary