

# CITY OF AMSTERDAM INDUSTRIAL DEVELOPMENT AGENCY

## MEETING MINUTES

August 20, 2015

PRESENT: Mr. Baia, Mr. LaCoppola, Mr. Nelson, Mr. McKenney, Mr. Gallup, AIDA  
Executive Director Jody Zakrevsky, Administrative Assistant Sandra Yutes, Donna  
Phelps

Excused Absence: Mr. Landon

This meeting of the City of Amsterdam Industrial Development Agency was held on August 20, 2015. This meeting was held in Room 205 at City Hall, 61 Church St., Amsterdam, New York 12010.

Chairman **Baia** called the meeting to order at 5:59 p.m.

**Public Comment:** The Board heard from Mr. Ramon Rodriguez owner of Homecare Co. Mr. Rodriguez wishes to purchase the Salvation Army Building to expand his business and has plans to hire roughly 30 more employees. He is requesting a tax PILOT. He is also going to the Planning Board to request the property he is interested in purchasing be listed commercial. The jobs to be created are administrative, office, clerical and nursing. The salary range will be from \$10.00 to \$32.00 per hour. He is presently taking applications.

A motion to approve the Meeting Minutes of July 16, 2015 was made by **Mr. LaCoppola**. This motion was seconded by **Mr. Rossi**. Roll call was taken resulting in all "ayes" thereby unanimously passing the motion.

**Resolution 2015-40** to allow the payment of the August 2015 Bills and Invoices was sponsored by **Mr. Gallup**. The resolution was seconded by **Mr. McKenney**. Roll call was taken resulting in all "ayes" thereby unanimously passing Resolution **2015-40**.

The **Treasurer's Report** was given by **Mr. Rossi**. The motion to accept the Treasurer's report was made by **Mr. Gallup** and seconded by **Mr. McKenney**. Roll call was taken resulting in all "ayes" thereby unanimously passing the motion.

### **Chairman's Report:**

-Mr. Baia met with Director Zakrevsky and discussed the resume for a director, and the goals of the agency, new goals and presently adopted ones.

-Also discussed were the securing and development of the Mohasco Building site.

- Meeting with Patriot Bank for a Line of Credit that will be available in the future

-To put all goals into writing, have a strategic plan and develop it for the remainder of this year and into next year

**Attorneys Report:**

-Attorney Schwartz reported on Nana' Bakery and the 30 day eviction notice sent. The Proprietors, David and Dawn Jobin have until 8/31/15 midnight to pay the outstanding rent owed \$5600.00 or go to Court for eviction proceedings. A resolution is needed to go forward with the eviction process.

-A meeting was held with Attorney DeCusatis and Mayor Thane regarding the seven property deeds the City signed over to AIDA. The deeds were signed and the properties will be off AIDA's books by the end of August

**Directors Report Mr. Zakrevsky:**

**AIDA's Meetings** from July 16, 2015 through August 14, 2015 were listed

▪ **Correspondence Received:**

-Received formal application from Noteworthy for PILOT assistance

-Received wire transfer from NYS ESD for \$40,000 for Mohawk Fabric

-Received PILOT Application from Home Helpers of Amsterdam

▪ **Financial Updates:**

-During July revenues exceeded expenses by \$9,500 mainly due to the closing on a PILOT for Mohawk Properties.

-Our independent Auditors begin work this coming week

▪ **Embassy Millworks:**

Being handled by AIDA Counsel

▪ **Mohawk Fabric:**

-AIDA received a wire transfer from NYS ESD for the final grant to Mohawk Fabric in the amount of \$40,000. This has since been released to Mohawk Fabric.

▪ **Beckmann's Converting:**

-Project is out for bid and due next week

-They have hired their third new hire since the grant funds were approved meeting their job requirements

▪**Mohawk Architectural Aluminum Products:**

-The company has not yet been able to secure bond underwriting

▪**Mohasco Site Redevelopment:**

-The City has delivered signed deeds for the Mohasco and Esquire sites to AIDA

-AIDA has received a formal signed PILOT Application from Noteworthy

▪**44-46 East Main St.**

-Met with Michael Perillo who is working with Joe Isabel to install security cameras in the building

-4 apartment units are rented

-Ken Fredericks has completed reinstalling gutters on rear of building

-Finishing up request to NYS DOS for minority and woman owned business exemptions

▪**GIANT Solutions:**

-NYS Empire Development approved moving ahead on this project at their July 16, 2015 Board meeting

-A public hearing was held on August 13, 2015 on their Grant application.

▪**AGT Technologies:**

-A grant application to New York State Empire State Development was prepared and sent in on time.

-A Grant application is still being worked on to submit to the NYS Office of Homes and Community Renewal for them

-Sewer line repairs are completed and came in under estimation.

▪**Memory Lane Day Care Facility:**

-A grant application to the NYS Empire State Development was prepared and submitted on time

-Staff is still working on grant application for NYS Division of Homes and Community Renewal

▪**NTI Global:**

-Staff continues to work on grant application for NTI Global

▪**Small Cities Grants:**

-Final Closeout Reports were submitted for Vita Blend, Mohawk Fabric and GIANT Solutions.

-Annual Reports are due for Beckmann's Converting, Mohawk Architectural and Embassy Millwork

-Staff has completed updating all employee hiring at each of the facilities.

-Public Hearings have been advertised for next week on the Small Cities Program and potential grant applications

-Staff continues to work on two grant applications for Memory Lane Day Care and AGT Services

▪**Cranesville Properties:**

-An application for PILOT assistance was delivered to Cranesville Block.

▪**Home Helpers Inc.:**

-Home Helpers received financing approval from both the County Economic Development Department and Key Bank. Staff met with the owner and assisted them in preparing an application for PILOT assistance which they subsequently submitted.

**Committee Reports:**

-**Mr. Gallup** from the Land and Building Committee scheduled a meeting with Brent Phettaplace regarding our rental property. There are three possible tenants: An attorney who is looking for office space, Wishful Thinking Group and Geek Pantology Computer Co.

-the carpeting stains and flagstone cleaning were discussed and they are to be re-cleaned free of charge.

-spoke to the proprietors of Nana's Bakery regarding the eviction letter

-Spoke with Joe Isabel regarding the security system and the installation should be

completed by August 26, 2015. A demonstration is being done on the security system

-**Mr. McKenney** on the Personnel Committee spoke regarding the job description of the Director, his everyday duties, goals and strategic plans.

-The legal expenses regarding counsel with Mr. Gallup explaining the process in authorizing the Agency Counsel raise

### **Unfinished Business:**

-**Resolution 2015 -41** authorizing the retroactive Agency Counsel Raise. This was made by **Mr. McKenney** and seconded by **Mr. Nelson**. Roll call was taken resulting in all “ayes” thereby unanimously passing **Resolution 2015 - 41**

### **New Business:**

**Resolution 2015 –42** was sponsored by **Mr. Gallup** to allow Attorney Schwartz to propose a letter of support for Domenic Wade’s business application. This was seconded by **Mr. LaCoppola**. Roll call was taken resulting in all “ayes” thereby unanimously passing **Resolution 2015 –42**

**Resolution 2015 –43** To increase the AIDA Application for Assistance fee schedule. This Resolution was sponsored by **Mr. Rossi** and seconded by **Mr. LaCoppola**. Roll call was taken resulting in all “ayes” thereby unanimously passing **Resolution 2015 –43**

**Resolution 2015 –44** To hold a Public Hearing for Rama Real Properties LLC application for assistance. This Resolution was sponsored by **Mr. LaCoppola** and seconded by **Mr. Gallup**. Roll call was taken resulting in all “ayes: thereby unanimously passing **Resolution 2015 -44**

**Resolution 2015 –45 Sponsored by Mr. McKenney** to pay the existing bill of \$8086.66 for Young and Somer. This was seconded by **Mr. Rossi**. Roll call was taken resulting in all “Ayes” thereby unanimously passing **Resolution 2015 -45**

**Resolution 2015 –46** To proceed with the eviction process on Nana’s Bakery. Sponsored by **Mr. Gallup** and seconded by **Mr. Rossi**. Roll call was taken resulting in all “ayes” thereby passing **Resolution 2015-46**

**Resolution 2015 –47** To adopt a SEQR finding for Noteworthy was sponsored by **Mr. LaCoppola** and seconded by **Mr. Rossi**. Roll call was taken resulting in all “ayes” thereby unanimously passing **Resolution 2015-47**

**Mr. Baia** thanked **Director Zakrevsky** and **Board Member Mr. LaCoppola** for the excellent job they did speaking on behalf of AIDA on the radio show. There was positive feedback and another appearance is being considered

There being no further business to discuss a motion to adjourn was made by **Mr. McKenney** and seconded by **Mr. LaCoppola**. The meeting was adjourned at 8:02 p.m.

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**Secretary**