

**Hamburg Industrial Development Agency**

**Board of Directors Meeting  
May 3, 2016  
Robert Chesbro Conference Room**

**Present**

Pattie Paul  
Cameron Hall  
Mike Sendor  
Steve Walters  
Tom Moses  
Janet Plarr  
Mike Quinn  
Norma Rusert-Kelly

**Excused**

Lou McDonald

**Executive Director**

Michael J. Bartlett

**Executive Assistant**

Olivia Hill

**Guests**

Nathan Neill  
Craig Cwick  
Phil Riggs

- **Move** to open the Board of Directors meeting at 8:27 am.

- Executive Director Bartlett informed the Board that the Woodlawn and Village of Hamburg Volunteer Fire Departments are looking to do a controlled burn of the house at 70 Lakeview Avenue by the weekend of May 14<sup>th</sup> and 15<sup>th</sup>. If we cannot get the house down by these dates, the contractor on the Fed Ex Project may not be able to remove the debris as promised. As a backup plan, Kurt Allen spoke with Al Steel who quoted a price of \$7,500 to demolish the house and remove the debris. Executive Director Bartlett asked for authorization to sign a contract to demolish the house if the fire companies cannot do it in a timely manner.

- Motion to authorize Executive Director Bartlett to sign a contract with Al Steel to demolish the house and remove the debris located at 70 Lakeview Avenue for an amount not to exceed \$7,500.00

**Moved:** Janet Plarr

**Seconded:** Tom Moses

**Ayes:** Walters, Rusert-Kelly, Quinn, Paul, Hall, Sendor, Plarr, Moses

**Nays:** none

**Carried**

- Executive Director Bartlett informed the Board that Nathan, Olivia and he are working on a new application, a new clawback policy, and a new project agreement to bring us into compliance with new State requirements that go into effect on June 15, 2016. A Governance Committee meeting will be scheduled to review the changes and a Board meeting will be scheduled to discuss and approve the changes.

- Motion to approve the following committee assignments for the HIDA

**Audit Committee**

- \* Patricia Paul (Chairman)
- \* Mike Quinn
- \* Lou McDonald

**Finance Committee**

- \* Janet Plarr (Chairman)
- \* Norma Rusert-Kelly
- \* Cameron Hall

**Executive Committee**

- \* Steve Walters - As HIDA Chairman (Chairman)
- \* Mike Quinn
- \* Janet Plarr
- \* Patricia Paul (as Vice Chairman)

\*Michael J. Bartlett (as Executive Director)

Governance Committee

- \* Steve Walters (as HIDA Chairman)
- \* Patricia Paul
- \* Tom Moses

Nominating Committee

- \* Lou McDonald
- \* Norma Rusert-Kelly
- \*Mike Sendor

**Moved:** Steve Walters

**Seconded:** Norma Rusert-Kelly

**Ayes:** Moses, Hall, Plarr, Paul, Sendor, Quinn, Walters, Rusert-Kelly

**Nays:** none

**Carried**

- Motion to elect the following as officers of the HIDA

Steve Walters	Chairman (signer)
Patricia Paul	Assistant Chairman
Tom Moses Sr	Treasurer
Mike Sendor	Secretary
Michael J. Bartlett	Executive Director (signer)
Craig Cwick	Assistant Secretary
Janet Plarr	Assistant Treasurer
Mary Dosch	Chief Financial Officer (signer)
Nathan Neill	Bond Attorney

**Moved:** Norma Rusert-Kelly

**Seconded:** Cameron Hall

**Ayes:** Walters, Paul, Moses, Sendor, Plarr, Quinn, Rusert-Kelly, Hall

**Nays:** none

**Carried**

- Motion to approve the minutes from the February 29, 2016 Board of Directors meeting

**Moved:** Cameron Hall

**Seconded:** Patricia Paul

**Ayes:** Walters, Quinn, Rusert-Kelly, Plarr, Moses, Sendor, Hall, Paul

**Nays:** none

**Carried**

- Motion to approve the February 2016 and March 2016 Treasurer's Reports

**Moved:** Mike Sendor

**Seconded:** Cameron Hall

**Ayes:** Walters, Paul, Moses, Plarr, Rusert-Kelly, Quinn, Sendor, Hall

**Nays:** none

**Carried**

- Motion to adjourn at 8:36 am

**Moved:** Tom Moses

**Seconded:** Patricia Paul

**Ayes:** Walters, Sendor, Plarr, Rusert-Kelly, Quinn, Hall, Moses, Paul

**Nays:** none

**Carried**

Sincerely,

Michael J. Bartlett  
Executive Director