

**Hamburg Industrial Development Agency  
Board of Directors Meeting  
July 20, 2012**

**Room 7B - Hamburg Town Hall**

**Public Hearing - RGDM, LLC**

**Present**

Amy Ziegler  
Tom Moses  
Steve Walters  
Patricia Paul  
Lou McDonald  
Matt Dils

**Excused**

Marcella Fugle  
Norma Rusert Kelly  
Stan Figiel

**Guest**

Craig Cwick  
Gordon Minier  
Roger Duffett

**Executive Director**

Michael J. Bartlett

- **Move** to open the public hearing for RGDM, LLC at 8:03 am.

- **Executive Director Bartlett** introduced Roger Duffett, a partner in RGDM, LLC, who presented his project to the Board. The applicant is requesting assistance to construct an approximately 15,000 sq ft multi-tenant building for use on land already owned by the applicant on Maelou Drive. The project will be eligible for mortgage tax abatement, sales tax exemption and a real property tax abatement. The total project cost is approximately \$625,000.

- **Move** to close the public hearing at 8:12 am.

- **Move** to open the Board of Directors meeting at 8:12 a.m.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY ADOPTING A NEGATIVE DECLARATION IN CONNECTION WITH THE APPLICATION FOR PROJECT FINANCING BY RGDM, LLC

**Moved:** Steve Walters

**Seconded:** Amy Ziegler

**Ayes:** Ziegler, Moses, Paul, McDonald, Walters, Dils

**Nays:** None

**Carried**

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING RGDM, LLC (THE "LESSEE") TO CONSTRUCT AN APPROXIMATELY 15,000 SQUARE FOOT MULTI-TENANT BUILDING ON A APPROXIMATELY 1.2 ACRE PARCEL OF LAND LOCATED ON MAELOU DRIVE IN THE TOWN OF HAMBURG ALREADY OWNED BY THE LESSEE AND TO ACQUIRE AND INSTALL MACHINERY AND EQUIPMENT REQUIRED IN CONNECTION THEREWITH, ALL FOR A MULTI-TENANT MANUFACTURING AND WAREHOUSING FACILITY, FOR LEASE TO THE AGENCY

AND SUBSEQUENT LEASEBACK TO THE LESSEE FOR SUBLEASE TO OTHER TENANTS AND TO TAKE OTHER PRELIMINARY ACTION

**Moved:** Lou McDonald

**Seconded:** Matt Dils

**Ayes:** Walters, Ziegler, Paul, Moses, McDonald, Dils

**Nays:** None

**Carried**

- **Executive Director Bartlett** informed the Board that after reviewing the By Laws it was determined that there were a number of amendments that needed to be made regarding the membership on committees and the adoption of a Finance Committee Charter. Because the By Laws require 20 days written notification prior to any amendments being adopted, no action on committees can take place. Written notification of the proposed amendment will be mailed next week. Specifically, the amendments are:

1. Creation of the Finance Committee.
2. Changing the membership of the Audit Committee dropping the Treasurer as a member.
3. Clarifying a difference in the duties of the Nominating Committee and Board Executive Committee in regards to membership.

- **Motion** to appoint the following people as officers of the HIDA:

Chairman -	Steve Walters (signer)
Vice Chairman -	Marcella Fugle
Treasurer -	Tom Moses
Secretary -	Patricia Paul
Ass't Treasurer -	Amy Ziegler
Ass't Secretary -	Craig Cwick
Chief Executive Officer -	Michael J. Bartlett (signer)
Chief Financial Officer -	Mary Dosch (signer)

**Moved:** Amy Ziegler

**Seconded:** Tom Moses

**Ayes:** Walters, Paul, Moses, McDonald, Dils, Ziegler

**Nays:** None

**Carried**

- **Mission Statement** - The e-mail from the Authorities Budget Office (ABO) informing us that our current mission statement does not adequately meet the criteria described in Policy Guidance 10-02 was discussed. We have until October 1, 2012 to resubmit a revised mission statement to the ABO. Michael Bartlett will have a draft of a revised mission statement for our next Board meeting.

- **Motion** to approve the minutes from the June 08, 2012 Board of Directors meeting.

**Moved:** Amy Ziegler

**Seconded:** Tom Moses

**Ayes:** Ziegler, McDonald, Walters, Moses, Paul, Dils

**Nays:** None

**Carried**

- **Motion** to approve the May 2012 Treasurer's Report.

**Moved:** Steve Walters

**Seconded:** Matt Dills

**Ayes:** Ziegler, Moses, McDonald, Paul, Walters, Dils

**Nays:** None

**Carried**

- **Motion** to approve the June 2012 Treasurer's Report.

**Moved:** Amy Ziegler  
**Ayes:** McDonald, Moses, Dils, Paul, Ziegler, Walters  
**Nays:** None  
**Carried**

**Seconded:** Steve Walters

- **Motion** to adjourn at 8:31 a.m.

**Moved:** Tom Moses  
**Ayes:** Walters, Moses, Paul, McDonald, Dils, Ziegler  
**Nays:** None  
**Carried**

**Seconded:** Amy Ziegler

Sincerely,

Michael J. Bartlett  
Executive Director