



6122 South Park Avenue
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**Hamburg Industrial Development Agency
Board of Directors Meeting
October 22, 2020, 6:00pm
Hamburg Town Hall, room 7A –in person or
Via Zoom Teleconferencing – due to the COVID 19 Pandemic**

Present

Cam Hall – via Zoom
Tom Moses – in person
Janet Plarr – via Zoom
Bob Hutchison - in person
Andy Palmer – in person
Davis Podkulski – in person
Norma Rusert-Kelly – via Zoom

Excused

Wence Valentin
Robert Reynolds

Guests

Jennifer Strong, Neill & Strong - via Zoom
Mary Doran, HIDA – in person
Francesca Bond, Hamburg Sun - via Zoom

Executive Director

Sean Doyle – in person

-Pledge of Allegiance

- Roll Call

-Motion to open the board meeting at 6:02pm.

Moved: Norma Rusert-Kelly **Seconded:** Davis Podkulski
Ayes: Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly
Nays: none
Carried

-Motion to approve the September 2020 board meeting minutes.

Moved: Norma Rusert-Kelly **Seconded:** Bob Hutchinson
Ayes: : Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly
Nays: none
Carried

Treasurer, Bob Reynolds, was excused from the meeting today. Doyle gave an update on the financials. The HIDA has a negative net income of approximately \$102,000 due to lack of project revenue and delayed closings. Erie Wind, E-One and 290 Lake Street are still forecasted to close this year. If they can close before year end it would reduce the deficit. The largest expense continues to be payroll and benefits.

-**Motion** to approve the September 2020 Treasurer Report.

Moved: Norma Rusert-Kelly

Seconded: Bob Hutchison

Ayes: Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly

Nays: none

Carried

Executive Director Update:

-GAAL Holdings should be closing next week. They paid the HIDA fees in advance of the closing, (January of 2020 \$3,435.00).

-Erie Wind, Doyle was contacted by Erie Wind inquiring about the cost of an extension. No formal request has been submitted. The board asked why their closing was taking so long, in addition to COVID, they had to renegotiate their lease, their attorney was working remotely and they had title search issues along with a late start.

-E-One project is moving along and the 290 Lake Project just contacted Director Doyle last week to ask for names of attorneys that could represent them at closing.

-Interest from a manufacturer on Jeffrey Boulevard looking to expand. They are currently working with Town Planning as their parcel is limited on space and that particular area of Jeffrey has a 60 foot setback. If project moves forward they are looking to add approximately 10 jobs.

-A contactor is looking to purchase an old church site (Old Lake Shore Road) and redevelop, could be a potential adaptive reuse project.

-Shared Mobility is working with Hamburg to potentially set up electric bikes stations around town; Town Hall, Hamburg Beach, Hilbert College, the Village etc. They have to work thru some obstacles with the town such as speed limit of motorized vehicles etc. This would add some "new hip" fun as well as economic diversity to the area. It is also a means to bring the Hilbert college students into the Village of Hamburg. The bikes are donated to Shared Mobility and would be free of charge to the user.

-Doyle has joined the Invest Buffalo Niagara Board of Directors. It is good to support and partner with them as well as have a representative on the Board for Hamburg. They are currently working on a site study to document available sites around the region which will include; the McKinley Mall, Exit 57 and LECC.

-The Town of Hamburg's Comprehensive Plan meetings will be resuming shortly. It was suggested to see what plan the town has for exit 57 and zone appropriately. Categories could be set up and key parcels should be zoned appropriately to make it easier for investors.

-2020 Budget, the year started with a good amount of project potential then progress really stalled. Currently there are 12 potential projects in the pipeline with a likelihood of completion. They should bring in approximately 7 million in industrial development and about 30 million dollars in investment to the area.

Janet Plarr joined meeting at 6:22pm.

-The Retail Committee has completed their study and it is now time for the Town to take some actions. Just Fun has filed for bankruptcy. The Supervisor's moratorium has timed out on speculative development but typically they don't just happen without a tenant in mind.

New Business:

- Director Doyle read the following Resolution for GAAL, Holdings:

***RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY
EXTENDING THE INDUCEMENT PERIOD AND THE SALES TAX PERIOD FOR GAAL
HOLDINGS, INC., UNTIL March 22, 2021.***

WHEREAS, the Town of Hamburg Industrial Development Agency (the "Agency") by resolution adopted on September 24, 2016 induced Gaal Holdings Inc., (the "Lessee") with respect to the acquisition and equipping by the Agency through a lease only transaction for an office, warehouse and manufacturing facility consisting of the construction of an approximately 12,540 square foot building on a 2 acre parcel of land located in the Lake Erie Commerce Center, Hamburg, New York, by the Lessee, as Agent for the Agency, for lease by the Lessee to the Agency for sublease to the Lessee for sub-sublease to J. Battista Construction, Inc. (the "Sublessee") who will be the main occupant of the facility and the acquisition and installation of machinery, equipment, furnishings and fixtures required in connection therewith by the Sublessee, as agent for the Agency, all for the provision of an office, warehouse and fabricated metal product manufacturing Facility (the "Project"); and WHEREAS, due to the CoVid 19 Pandemic, the Lessee has been unable to complete the Project within the time frame originally anticipated and has requested that the time period for completion be extended to March 22, 2021; and WHEREAS, Lessee has determined that they will not need mortgage funding for this Project.

NOW, THEREFORE, BE IT RESOLVED BY THE AGENCY AS FOLLOWS:

- 1. The Agency does hereby extend the inducement period and the sales tax period for the Lessee to March 22, 2021 and the extension fee shall be charged / waived.*
- 2. This resolution shall take effect immediately.*

They are requesting a closing extension thru March 2021 (6 months). There should be no issues with them closing by then, barring any unforeseen circumstances they should close as early as next week. Their resolution expired September of 2020 and was overlooked. This should have been brought before the board last month. The extension request was due to COVID, unemployment and staffing issues everything is back on course now.

-Motion to approve the resolution for GAAL, Holdings with no extension fee.

Moved: Cam Hall

Seconded: Norma Rusert-Kelly

Ayes: : Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly, Plarr

Nays: none

Carried

-2021 Budget – Director Doyle reviewed the highlights of the proposed budget and went over the 2021 budget verses the forecasted budget for 2020. 2020 was a difficult year with COVID. More money was spent toward technology, a new laptop Doyle was budgeted. The following non-budgeted technology items were purchased in 2020; laptop for Doran so she could work from home, office printer for Doran as the current printer died, an external hard drive for file back- up due to a hard drive crash and a software upgrade from 2010 QuickBooks to 2020 QuickBooks. Additionally a \$2,500 retainer was purchased from I-Evole for future support with information technology issues. There were items on the 2020 budget that came in under budget, for example gas expense. No in person meetings were being held with the on-set of COVID. The 2021 budget is lean on expenses as an intern and additional training for Doyle were excluded from the proposed budget in an effort to cut non-essential items.

Bob Hutchison thought the board should add back additional monies to the budget for training. It is good for the company and valuable for the Director to have continuing education. Last year \$10,000 was budgeted for Doyle to receive the training to become a Certified Economic Professional. This is a one-time certification that is maintained with continuing education credits.

Doyle, with the support of the board, was in favor of taking the training and adding it back to the budget. Doyle stated because of COVID the training is being offered online next year, which without the cost of travel would essentially cut the cost in half. Bob Hutchison then suggested adding \$4,000 to the 2021 budget for training. The board discussed at length and agreed.

-Motion to add \$4,000 to the proposed 2021 Budget for Executive Director training.

Moved: Cam Hall **Seconded:** Janet Plarr
Ayes: Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly, Plarr
Nays: none
Carried

-Motion to approve the 2021 proposed budget as amended above with \$4,000 added to the 2021 Budget for Executive Director training.

Moved: Cam Hall **Seconded:** Janet Plarr
Ayes: Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly, Plarr
Nays: none
Carried

Doyle explained to the board that the budget is required to be uploaded to New York State's PARIS website by the end of the month (October) which is why it was brought to the board earlier than previous years.

-2021 Board Meeting Schedule – Doyle presented the board with a draft of the 2021 schedule. The proposed schedule is a change from last year. The board will return to all morning meetings except for the months of January and June. Norma asked for a reason for the change. Doyle stated they hoped to get community attendance with the evening meetings as well as more board participation neither of which occurred. Now with the pandemic and the requirement of meetings to be recorded and livestreamed there are other means for the community to attend and/or view the meetings.

Bob Hutchison asked about another strategic planning meeting like the one that was held in the fall of 2019. It was a good productive meeting. Doyle agreed and stated the board should re-examine the master plan every couple of years. The January 2021 evening board meeting will be a “kick-off” meeting and a review of the strategic plan. It will be a longer meeting with dinner although nothing has been finalized.

-Motion to approve the 2021 board meeting schedule.

Moved: Bob Hutchison **Seconded:** Andy Palmer
Ayes: Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly, Plarr
Nays: none
Carried

-Motion to adjourn at 6:48pm

Moved: Janet Plarr


Seconded: Norma Rusert-Kelly

Ayes: Hall, Moses, Hutchison, Palmer, Podkulski, Rusert-Kelly, Plarr

Nays: none

Carried

Sincerely,

A handwritten signature in blue ink, appearing to read 'S. Doyle', with a stylized flourish extending to the right.

Sean Doyle, Executive Director

**The next meeting will be Tuesday November 24th – 7:30AM
Court Room, Blasdel Village Hall**