



6122 South Park Avenue
Hamburg, New York 14075
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**Hamburg Industrial Development Agency
Board of Directors Meeting
December 17, 2020, 6:00pm
Via Zoom Teleconferencing – due to the COVID 19 Pandemic**

Present

Cam Hall
Tom Moses
Janet Plarr
Bob Hutchison
Andy Palmer
Davis Podkulski
Norma Rusert-Kelly
Robert Reynolds
Wence Valentin

Excused

Guests

Jennifer Strong, Neill & Strong
Mary Doran, HIDA
Benjamin Blanchet, Hamburg Sun

Executive Director

Sean Doyle

-Pledge of Allegiance

- Roll Call

-Motion to open the board meeting at 6:04pm.

Moved: Norma Rusert-Kelly

Seconded: Janet Plarr

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

Nays: none

Carried

-Motion to approve the November 24, 2020 board meeting minutes.

Moved: Cam Hall

Seconded: Norma Rusert-Kelly

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

Nays: none

Carried

Treasurer, Bob Reynolds, gave an update on the financials. Current balance is \$584,687.18.

-Motion to approve the November 2020 Treasurer Report.

Moved: Tom Moses

Seconded: Janet Plarr

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

Nays: none

Carried

Executive Director Update:

-Director Doyle gave a power point presentation to the Board via screen share "HIDA 2020 Year End" – attached. Highlights below:

- ✓ Deficit (\$35,000), \$47,000 due in project receivables not yet closed.
- ✓ Moved up in Business First ranking from 16th to 8th – positive indicator of agency performance.
- ✓ Project extension fee waivers saved local businesses \$79,500
- ✓ Southtowns Chamber highlighted the HIDA sponsorship initiative supporting local businesses
- ✓ Town Retail Committee completed a 50 page report highlighting the strengths and weaknesses of the town economy, implemented the 485 (b). The 485 (b) is not an IDA project, it is handled by the town assessor. It will be a good tool to use to track progress and growth in the town.
- ✓ 3 projects are in the pre-permit process for the LECC Parcel
- ✓ Town Comprehensive Plan completed, the updated plan can open the town up for more funding opportunities.
- ✓ HIDA Retreat is scheduled for February.
- ✓ Pitch Hamburg is moving forward, currently in the fundraising phase.
- ✓ January 2021, Doyle will begin training to become a Certified Economic Development Consultant.

New Business:

Three companies E-One, The Oaks at South Park and Upstate Steel are all looking for sales tax extensions. Due to the pandemic and supply chain issues they simply cannot make purchases in the current amount of time granted. The only thing changing is the period of time. They are requesting either a 3 or 6 month extension.

Doyle read the following resolution for E-One, Billy-Lee, LLC:

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY EXTENDING THE INDUCEMENT PERIOD AND THE SALES TAX PERIOD FOR BILLY-LEE, LLC PROJECT , UNTIL JUNE 17, 2021

WHEREAS, the Town of Hamburg Industrial Development Agency (the "Agency") by resolution adopted on December 27, 2019 induced Billy-Lee, LLC (the "Lessee") for assistance by the Agency including mortgage tax abatement, sales tax exemption on any materials and/or equipment purchased for incorporation into Project and real property tax abatement in accordance with existing Agency Uniform Tax Exemption Policy and Guidelines, as amended, with respect to a lease with mortgage or lease only transaction for the construction of an approximately 10,000 square foot addition to an existing building located at 4760 Camp Road, Hamburg, New York, by the Lessee, as Agent for the Agency, for lease to the Agency and subsequent Leaseback to the Lessee. The Lessee will be the sole occupant, all for the provision of a fire truck manufacturing Facility (the "Project"); and

WHEREAS, due to COVID - 19 pandemic and the mandated construction shutdown and the supply-chain delays as a result of border closings and supply demands, 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 from December 17, 2020 to June 18, 2021; and

WHEREAS, The Town of Hamburg Industrial Development Agency approved a temporary policy to waive extension fees for project extensions for COVID-19 Pandemic related delays on May 26, 2020 to lessen the economic burden of induced project delays related to the COVID-19 Pandemic.

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 from December 17, 2020 to June 17, 2021 **and waives the extension fee.**
2. This resolution shall take effect immediately.

-Motion to approve the above resolution granting a project extension to E-One.

Moved: Andy Palmer

Seconded: Bob Hutchison

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

Nays: none

Carried

Doyle read the following resolution for The Oaks at South Park, LLC:

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY EXTENDING THE INDUCEMENT PERIOD AND THE SALES TAX PERIOD FOR THE OAKS AT SOUTH PARK, LLC, UNTIL MARCH 26, 2021

WHEREAS, the Town of Hamburg Industrial Development Agency (the "Agency") by resolution adopted on June 25, 2019 induced The Oaks at South Park, LLC (the "Lessee") with respect to the acquisition and equipping by the Agency with the proceeds of a lease with mortgage for the acquisition by the Lessee of an approximately 27 acre parcel of land located at 5138 South Park Avenue in the Town of Hamburg, the construction by the Lessee, as agent for the Agency (i) the adaptive re-use of a former school building and re-development the parcel of land for construction of 19 two-story buildings totaling 152 housing units and (ii) installation of baseball and softball fields and other amenities and the acquisition and installation of machinery, equipment, furnishings and fixtures by the Lessee, as agent for the Agency, all for a residential housing complex with additional services (the "Project"). The project will be leased by the Lessee to the Agency for sublease back to the Lessee for sub-sublease to residential tenants which will be the occupants of the project.

WHEREAS, due to COVID - 19 pandemic and the mandated construction shutdown and the supply-chain delays as a result of border closings and supply demands, 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 from June 26, 2020 to March 26, 2021; and

WHEREAS, The Town of Hamburg Industrial Development Agency approved a temporary policy to waive extension fees for project extensions for COVID-19 Pandemic related delays on May 26, 2020 to lessen the economic burden of induced project delays related to the COVID-19 Pandemic.

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 from June 26, 2020 to March 26, 2021 **and waives the extension fee.**
2. This resolution shall take effect immediately.

-Motion to approve the above resolution granting a project extension to The Oaks at South Park.

Moved: Norma Rusert-Kelly

Seconded: Janet Plarr

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

Nays: none

Carried

Doyle read the following resolution for Upstate Steel, BETLAM Associates, LLC:

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY EXTENDING THE INDUCEMENT PERIOD AND THE SALES TAX PERIOD FOR 2019 BETLEM ASSOCIATES, LLC PROJECT, UNTIL APRIL 18, 2021

WHEREAS, the Town of Hamburg Industrial Development Agency (the "Agency") by resolution adopted on August 27, 2019 induced Betlam Associates, LLC (the "Lessee") with respect to the acquisition and equipping by the Agency through a lease with mortgage or lease only transaction of a commercial facility consisting of the acquisition of a parcel of land consisting of 3.5+/- acres located 250 Lake Avenue (a/k/a 0 Lake Avenue), Hamburg, New York and the renovation of an approximately 90,000 square foot building therein, 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 Upstate Steel, Inc., (the "Sublessee") who will be the sole occupant of the facility, all for the provision of a manufacturing and distribution Facility (the "Project"); and

WHEREAS, due to COVID - 19 pandemic and the mandated construction shutdown and the supply-chain delays as a result of border closings and supply demands, 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 from October 18, 2020 to April 18, 2021; and

WHEREAS, The Town of Hamburg Industrial Development Agency approved a temporary policy to waive extension fees for project extensions for COVID-19 Pandemic related delays on May 26, 2020 to lessen the economic burden of induced project delays related to the COVID-19 Pandemic.

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 from October 18, 2020 to April 18, 2021 **and waives the extension fee.**
2. This resolution shall take effect immediately.

-Motion to approve the above resolution granting a project extension to Upstate Steel.

Moved: Wence Valentin

Seconded: Tom Moses

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

Nays: none

Carried

-Meeting Calendar, a revised calendar for 2021 was included in the meeting packet. All of the meetings except 2 were moved to the morning. The Retreat was moved to February at 4:30pm and the January meeting was changed to 4:30pm.

Wence said he cannot attend the early morning meetings on Tuesdays due to his work schedule. Andy stated the schedule is fluid and Jennifer Strong confirmed stating 72 hours of notice is what the public requires for meeting change of date. The board discussed and Wence suggested changing the morning meetings to Wednesday.

-**Motion** to approve the first two meeting dates of 2021 January 26th and February 23rd at 4:30pm – locations to be determined.

Moved: Janet Plarr

Seconded: Andy Palmer

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

Nays: none

Carried

The remaining meeting dates for 2021 will be discussed at the next meeting. This will give the board time to check their availability with regards to moving the meetings to the 2nd Wednesday of the month at 7:30am.

-Director Doyle told the board of the HDCs change in their annual January meeting. The meeting is normally held at Ilio's for breakfast however with the pandemic is not possible. The HDC partnered with a local consultant who will provide a free online learning session to the community via zoom on January 26th. The topic will be "The New Now – the Power of Social Media during a Pandemic. It will be promoted with 2 ads in the Hamburg Sun and on Social Media thru the Southtowns Chamber.

New Business

-Race Storage Sheds, acquisition and renovation of print production facility for fabrication of residential outbuildings. , Doyle went over the project file and application with the board.

- Existing business, have not previously applied for benefits thru the IDA
- Benefits are less than \$100,000 – no public hearing
- 7 year PILOT, estimated company incentives (Property Tax \$77,737, Mortgage Tax 4,000 and Sales Tax \$1,750).
- 2 new full time jobs created (\$35,000 to \$45,000)
- Start date January 2021

Wence asked if salaries figures listed above included benefits, they do not. \$17 to \$21.50 is a decent wage. Janet stated the property previously a volunteer fire hall has never been on the tax roll. Any gain on the property is a net gain.

Doyle read excerpts of the attached resolution.

-Motion to approve the resolution to Race Storage Sheds, LLC.

Moved: Bob Reynolds

Seconded: Bob Hutchison

Roll Call Vote: Aye - Hall, Aye - Moses, Aye - Hutchison, Aye - Palmer, Aye - Podkulski, Aye - Rusert-Kelly, Aye - Reynolds, Aye - Plarr, Aye - Valentin

Nays: none

Carried

-Motion to appoint Neill & Strong as attorney and counselor for the HIDA in 2021

Moved: Bob Reynolds

Seconded: Davis Podkulski

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

Nays: none

Carried

Doyle thanked Jennifer for all the hard work she does for us – “she makes us productive and legal”!
Additionally, Jennifer also thanked the board for her reappointment.

Chairman Andy Palmer spoke of the work Director Doyle has done over the past year. Stating he is a team player and has remained positive and active throughout the pandemic. During these difficult times he has 3 projects in the works, made the land sale at the LECC and is moving along with the Pitch Hamburg initiative. He also thanked Doran for her work.

- Motion by Chairman Palmer granting bonus payments to Sean Doyle for \$2,500 and Mary Doran for \$500.

Moved: Cam Hall

Seconded: Bob Reynolds

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

Nays: none

Carried

Doyle thanked the board for all their hard work. The board has had to spend more time working on board business over the past year and stated it is truly a team effort and he is lucky to have such a great board.

-Motion to adjourn at 6:56pm

Moved: Norma Rusert-Kelly

Seconded: Janet Plarr

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

Nays: none

Carried

Sincerely,



Sean Doyle, Executive Director

**The next meeting will be Tuesday January 26th – 4:30PM
Location TBD**