

**Hamburg Industrial Development Agency  
Board of Directors Meeting  
November 17, 2011  
Robert Chesbro Conference Room**

**Present**

Amy Ziegler  
Marcella Fugle  
Steve Walters  
Tom Moses  
Lou McDonald  
Norma Russert Kelly  
Pattie Paul  
Stan Figiel

**Excused**

Matt Dils

**Guest**

Craig Cwick  
Gina Barrett  
Bill Barrett

**Executive Director**

Michael J. Bartlett

- **Moved** to open the Board of Directors meeting at 8:01 a.m.

- **Gina Barrett** was introduced to the Board to present her project. Gina will be leasing approximately 1500 sq ft of space at 266 Buffalo Street (former Blockbuster Video Store). The space will be used to offer Birkam Yoga classes, will be selling related yoga products and will have a juice bar offering healthy beverages. This is a new business and the only other facility offering Birkam Yoga is located in Williamsville. The goal is to open by the end of January and to have 5 employees by the end of year 2. This is a sales tax exemption only under the HIDA's "Enhancement Area" program.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING AND APPROVING THE EXECUTION AND DELIVERY OF AN INSTALLMENT SALE AGREEMENT WITH YOGA BY GINA LLC AND OTHER INSTRUMENTS AND MATTERS IN CONNECTION THEREWITH.

**Moved:** Norma Russert Kelly

**Seconded:** Lou McDonald

**Ayes:** Ziegler, Moses, Walters, Paul, Fugle, McDonald, Russert Kelly, Figiel

**Nays:** None

**Carried**

-**2012 Budget** - A copy of the proposed 2012 budget was handed out to the Board. It was explained that the Board was simply accepting the proposed budget today and placing it in the Town Clerk's office for 30 days. The actual vote to accept the 2012 budget will take place on December 16<sup>th</sup>, 2011.

- **Motion** to accept the proposed 2012 HIDA Budget and place it on file in the Town Clerk's office for 30 days.

**Moved:** Marcella Fugle

**Seconded:** Amy Ziegler

**Ayes:** Walters, Paul, Figiel, Fugle, Moses, Ziegler, Russert Kelly, McDonald

**Nays:** None

**Carried**

- **Employee Pension Plan**- As part of the Hamburg IDA's benefit package established by the Board, each employee is to receive a contribution towards their respective retirements in lieu of a formal pension plan. The contributions are based on 8% of each employee's gross wages. The HIDA also covers the cost of the FICA at 7.65%.

- **Motion** granting the employee pension plan (SEP payment) for Beverly Franco and Michel J Bartlett as presented, to be included in the December 9, 2011 payroll.

**Moved:** Amy Ziegler

**Seconded:** Steve Walters

**Ayes:** Walters, Moses, Fugle, McDonald, Russert Kelly, Ziegler, Paul, Figiel

**Nays:** None

**Carried**

- **Executive Director Bartlett** referred to a copy of the Budget & Financial Plan submitted to New York State as part of our obligation under the state's Paris Reporting System. It was pointed out that it is required to submit proposed budgets going out to 2015. With total uncertainty what revenues and expenses (especially revenues) will be in 2012 much less 2015 the numbers submitted are guesswork at best.

- **Executive Director Bartlett** asked the Board for approval to attend the New York State Economic Development Council's IDA conference being held on January 17<sup>th</sup>, & 18<sup>th</sup> in Albany NY. Expenses would include hotel (2 nights), food, entertainment, mileage and tolls.

**Moved:** Patti Paul

**Seconded:** Amy Ziegler

**Ayes:** Walters, Fugle, Figiel, Russert Kelly, Moses, McDonald, Paul, Ziegler

**Nays:** None

**Carried**

**Precision Photo-** The HIDA has received a request from Precision Photo Inc to authorize the execution and delivery of a collateral security mortgage for \$92,000. The request is to assist the company with a project located in Monroe County in New York State. The Board requested further details on the Monroe County project and decided to table the request until the December 16, 2011 Board of Directors meeting.

- **Motion** to table the request from Precision Photo Inc to authorize the execution and delivery of a collateral security mortgage in the amount of \$92,000 until the December 16, 2011 Board of Directors meeting.

**Moved:** Amy Ziegler

**Seconded:** Marcella Fugle

**Ayes:** Walters, Russert Kelly, Paul, Moses, Figiel, Fugle, McDonald, Ziegler

**Nays:** None

**Carried**

**Revised Financial Plans** - The Board reviewed the revised financial statements for the HIDA and the HNYLDC. The financials were reissued to reflect the change of the \$75,000 as a loan payable/receivable on the two financials rather than a contribution. The revised financials have also been posted on our web page.

- **Motion** to approve the minutes from the September 16, 2011 Board of Directors meeting.

**Moved:** Amy Ziegler

**Seconded:** Patti Paul

**Ayes:** Walters, McDonald, Figiel, Russert Kelly, Moses, Fugle, Ziegler, Paul

**Nays:** None

**Carried**

- **Motion** to approve the September 2011 Treasurer's Report.

**Moved:** Norma Russert Kelly

**Seconded:** Steve Walters

**Ayes:** Moses, Paul, Ziegler, Fugle, McDonald, Figiel, Russert Kelly, Walters

**Nays:** None

**Carried**

- **Motion** to approve the October 2011 Treasurer's Report.

**Moved:** Tom Moses

**Seconded:** Lou McDonald

**Ayes:** Walters, Paul, Figiel, Ziegler, Fugle, Moses, Russert Kelly, McDonald  
**Nays:** None  
**Carried**

- **Motion** to adjourn at 8:48 am.

**Moved:** Amy Ziegler **Seconded:** Pattie Paul  
**Ayes:** Walters, Russert Kelly, Moses, Fugle, Figiel, McDonald, Ziegler, Paul  
**Nays:** None  
**Carried**

Sincerely,

Michael J. Bartlett  
Executive Director