



6122 South Park Avenue
Hamburg, New York 14075
716.648.4145
www.HamburgIDA.com

Hamburg Industrial Development Agency

Board of Directors Meeting April 23, 2019 Court Room - Blasdell Village Hall

Present

Andy Palmer
Tom Moses
Robert Reynolds
Bob Hutchinson
Janet Plarr
Cam Hall

Excused

Wence Valentin
Norma Rusert-Kelly
Jeff Brylski

Guests

Jennifer Strong, Neill & Strong
Mary Doran, Hamburg Development Companies
Philip Riggs, ECIDA
Jordan, ECIDA Intern (Hamburg HS Student)
Jim Shaw, Town of Hamburg Supervisor

Executive Director

Sean Doyle

- **Move** to open the Board of Directors meeting at 7:32am, Executive Director, Doyle.

Moved: Bob Reynolds **Seconded:** Bob Hutchinson
Ayes: Palmer, Moses, Reynolds, Hutchinson, Hall, Plarr
Nays: none
Carried

- **Roll Call**

- **Motion** to approve the March 2019 meeting minutes with 2 amendments; Clover Community Resolution, change *moved by: Norma Rusert-Kelly to Bob Reynolds (page 4)* and change *motion to Elect Executive Committee Jeff Brylski to Secretary (page 3)*.

Moved: Bob Reynolds **Seconded:** Tom Moses
Ayes: Palmer, Moses, Reynolds, Hutchinson, Hall, Plarr
Nays: none
Carried

Treasurer, Bob Reynolds, gave an update on finances. Bob and Sean will put together a mid-term report for June 2019.

- **Motion** to approve the March 2019 Treasurers Reports.
Moved: Andy Palmer **Seconded:** Tom Moses
Ayes: Palmer, Moses, Reynolds, Hutchinson, Hall, Plarr
Nays: none
Carried

Executive Director Update:

- Jameson Roofing, new building going up at LECC, project due to close in August.
- Website, new copy draft 90% complete. The site will include links to available properties, documents, project information, and fillable application. I Evolve will upload a “draft” website. Doyle will hold a website committee meeting to review.
- The video is a separate entity that can be done now or at a later date. Doyle has prepared a draft narrative of the video content (2 minutes and 30 seconds) and met with Key Video Productions. Key Video gave an estimated cost of \$7,500. Prior to the May board meeting Doyle will get estimates from 2 additional production companies and provide a draft of the video narrative for the board to review.
- Brochure, Doyle will use copy from the updated website for the new company brochure. Currently working on gathering stock photos from school districts and villages. Will take photos when the weather turns nicer.
 - Andy Palmer suggested a marketing blast to correlate with the launch of the new website and an ad in Business First.
 - Bob Reynolds suggested a nationwide press release in the Business section of the newspaper.
 - Director, Doyle was also considering marketing thru the Chamber of Commerce
- Assemblyman Ryan – continuing to work on getting him to a HIDA meeting
- SBA Awards Luncheon, Doyle will be attending in May, Kelly Zielinski and Dennis DiPaolo are local business owners being honored.
- Toured two Hamburg companies with Senator Jacobs; BFG Manufacturing and Buffalo Computer Graphics. Talked to owners and staff. Staff suggestion of new bus route was noted. Contacted Paul Becker and the Greater Buffalo Niagara Regional Transportation Council, brought the issue to their attention to see what can be done going forward.
- A printing and promotional products company is constructing a new building on Camp Road. Tom Moses was concerned about the look of the building, wanted to make sure it was compatible with the surroundings as you are driving into the Village of Hamburg from Camp Road. Doyle stated it had gone thru planning and neighborhood input and will be a good design
- Mike Overdorf is working on renovating the Hamburg Train Station with historical tax credits. He would like to restore to original state and convert to retail space. It does not qualify for HIDA incentives, however good reference for future projects.
- Director Doyle attended a meeting at the University of Fredonia regarding the Fredonia Tech Incubator. The Village Economic Development Committee is planning a 43 North type of event in 2020 and working on bringing SUNY Erie into a leading role of the project.
- Hamburg Development Company’s (HDC’s) Annual Agreement was approved by Supervisor Shaw and the Town Board. Two notable changes; it’s now a 2 year agreement and program operating expenses can be funded through the HDC’s restricted account.
- Director Doyle attended a meeting with the IDA Leadership Council regarding the Universal Tax Exemption Policy (UTEP). The Council is proposing a condensed general guideline for program eligibility that IDAs can adapt based on what is needed in their area. Highlights of edits being proposed:
 - Internal document to identify project eligibility
 - Streamline, general municipal law for clarification rather than interpretation of the law
 - Revised PILOT Schedules, incremental increases to abatement percentages
 - Scoring Worksheet to document project eligibility

(Copies of the proposed changes were included in the board member meeting packets.)

Discussion took place on what makes a project an "enhancement". Jennifer Strong stated it is up to a Town or Village to deem an area "enhancement". Director Doyle asked Supervisor Shaw his opinion on the subject. Supervisor Shaw suggested an ad hoc committee to study zoning/enhancement areas. The Town of Hamburg just implemented a 6 to 12 month moratorium on new builds. A suggestion was made to offer higher incentives to existing buildings or base policy and incentives on how long a building has been vacant.

-Motion to move into Executive Session at 8:15am for personnel matters

Moved: Andy Palmer **Seconded:** Tom Moses
Ayes: Reynolds, Palmer, Plarr, Moses, Hall, Hutchinson
Nays: none
Carried

- Motion to move out of Executive Session at 8:20am

Moved: Bob Reynolds **Seconded:** Janet Plarr
Ayes: Reynolds, Palmer, Plarr, Moses, Hall, Hutchinson
Nays: none
Carried

-Motion to approve the following resolution:

RESOLUTION TO AMEND THE EMPLOYMENT CONTRACT FOR ALL HAMBURG INDUSTRIAL DEVELOPMENT AGENCY EMPLOYEES TO INCLUDE FULL WAGES FOR ANY EMPLOYEE SERVING JURY DUTY. EMPLOYEE SERVING JURY DUTY WILL REMIT ALL JURY PAY BACK TO THE HAMBURG INDUSTRIAL DEVELOPMENT AGENCY.

Moved: Bob Reynolds **Seconded:** Janet Plarr
Ayes: Reynolds, Palmer, Plarr, Moses, Hall, Hutchinson
Nays: none
Carried: Yes

- Motion to adjourn at 8:25am.

Moved: Bob Reynolds **Seconded:** Cam Hall
Ayes: Reynolds, Hutchinson, Palmer, Plarr, Hall, Moses
Nays: none
Carried: Yes

Sincerely,



Sean Doyle
Executive Director