



6122 South Park Avenue
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**Hamburg Industrial Development Agency
Board of Directors Meeting
August 27, 2019
Court Room - Blasdel Village Hall**

Present

Andy Palmer
Tom Moses
Robert Reynolds
Bob Hutchinson
Norma Rusert-Kelly
Wence Valentin

Excused

Jeff Brylski
Davis Podkulski
Cam Hall

Guests

Jennifer Strong, Neill & Strong
Mary Doran, Hamburg Development Companies
Lauren Chmielowiec, Bctlam (Upstate Steel)
Francesca Bond, Hamburg Sun

Executive Director

Sean Doyle

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

Moved: Norma Rusert-Kelly **Seconded:** Andy Palmer
Ayes: Palmer, Moses, Reynolds, Hutchinson, Rusert-Kelly, Valentin
Nays: none
Carried

- **Roll Call**

-**Motion** to approve the July 2019 Board meeting minutes

Moved: Bob Reynolds **Seconded:** Norma Rusert-Kelly
Ayes: Palmer, Moses, Reynolds, Hutchinson, Rusert-Kelly, Valentin
Nays: none
Carried

-Bob Reynolds, Treasurer, gave a brief summary of the finances, biggest expense payroll nothing else out of the ordinary. New project monies should be coming by the fourth quarter.

-**Motion** to approve the July 2019 Treasurer's Report

Moved: Bob Reynolds **Seconded:** Bob Hutchinson
Ayes: Palmer, Moses, Reynolds, Hutchinson, Rusert-Kelly, Valentin
Nays: none
Carried

Executive Director Update:

-Davis Podkulski, the new board member representing Frontier, is ill and in the hospital. Bob Reynolds will keep us updated on his condition. Sean will reach out to Frontier to see if they would like to send another representative in Davis's absence.

-Doyle took a moment to recognize former board member Janet Plarr. She was commended for her years of dedication and service to the board, also noted was all the work she put into the search and hiring of the new executive director. The board was in agreement - a letter will be written on behalf of the board and sent to Janet to show their appreciation for all her hard work.

-Doyle met with several banks so far; M&T, 5 Star, Bank on Buffalo to see what they can offer and has a few more meetings scheduled. Clarification was made by attorney Jennifer Strong, the monies cannot be deposited into accounts with a potential for loss, a fluctuating percentage on a saving account is acceptable, a money market account with the possibility of a loss on investment is not.

-The board's offsite planning meeting has been scheduled for November 2nd from 7:30am to 11:30am. It will be held at Southtowns Audio Video, in their new conference room. Hamburg Development Companies received a discount of \$100 on the room rate (cost with discount \$250). Norma stated she would not be able to attend. Notification will be published prior to the meeting opening it up to the public.

-Website is almost ready for launch. The application process is being tested, properties are being entered and the rest of the website is being checked for issues.

-The new marketing brochure looks great. It is currently at the printers. Doyle will have a copy for each of the board members at the next meeting.

-The marketing video has begun development. Three of the four testimonials, from local companies have been filmed.

-Doyle reiterated the power of social media. E-One has had some issues with turnover they typically get 20 applicants to attend their job fairs. Doyle gave their job fair information to the Southtowns Chamber who also promoted on social media. The turnout doubled to 50 applicants.

-Doyle is working on getting into the Canadian market. He has a meeting scheduled with Invest Buffalo Niagara and is also working on getting contacts thru various sources including a potential direct mail/email to a list of companies in Ontario obtained thru a query at the library.

-Doyle attended the ESD - Western New York Region Quarterly meeting with Paul Becker. He invited them to hold one of their upcoming meetings in Hamburg - there is a great space in the recently renovated Hamburg Library.

-There is a Hamburg Development Corporation (HDC) meeting August 28th. Doyle will discuss the transfer of operating expenses to the HIDA.

-Mary Doran will be attending the New York State EDC Regional Meeting and Training on September 10th in Batavia.

-Doyle reviewed the status of a few current and up and coming projects:

- ✓ E-One - potential expansion, looking into job numbers.
- ✓ Battista Concrete - application should be submitted in September, currently waiting on Hamburg Planning Department for approval of pre-permit qualifications.

- ✓ AW Farrell (aka Jameson Roofing) – office building plans for their LECC site, meeting with them today.
- ✓ Steelwinds – windmill repower, application is to be submitted in September.

Norma asked about the new shop in town, Main + Downing, if they inquired about a PILOT. Doyle explained retail is generally ineligible for PILOTs. Doyle sent the owner's information on the HDC Loan Fund. She also asked about J&M West End if they would be eligible for anything. Doyle has met with them previously will follow-up. The plans for the building at that time were not yet finalized.

Betlam Associates – Resolution

Director Doyle read the following proposed resolution to the Board:

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") AUTHORIZING BETLEM ASSOCIATES, LLC (THE "LESSEE") TO ACQUIRE A 3.5+/- ACRE PARCEL OF LAND LOCATED AT 250 LAKE AVENUE (a/k/a 0 LAKE AVENUE) IN THE TOWN OF HAMBURG AND TO RENOVATE AN APPROXIMATELY 90,000 SQUARE FOOT EXISTING BUILDING THEREON, AS AGENT FOR THE AGENCY FOR LEASE TO THE AGENCY AND SUBSEQUENT LEASEBACK TO THE LESSEE FOR SUB-SUBLEASE TO UPSTATE STEEL, INC. (THE "SUBLESSEE") WHO WILL BE THE SOLE OCCUPANT OF THE FACILITY ALL FOR A MANUFACTURING AND DISTRIBUTION FACILITY, AND TO TAKE OTHER PRELIMINARY ACTION.

Sean opened the floor up to Lauren Chmielowiec, representative from Betlam, who reiterated the following points on the project:

- 4 new jobs being created, currently employ 40 people
- 10 – Year PILOT program
- Consolidating sites–which will allow them to be much more efficient in the production and fabrication of steel.
- They will be utilizing the rail which is right next to the new site
- They will be updating/renovating the site/building

A public hearing was already held on June 25, 2019 and the other jurisdictions were properly notified.

-Motion to approve the Betlam Resolution as stated above

Moved: Wence Valentin **Seconded:** Andy Palmer

Ayes: Palmer, Moses, Reynolds, Hutchinson, Ruscrt-Kelly, Valentin

Nays: none

Carried

AW Farrell – (Jameson Roofing) Resolution

Director Doyle read the following proposed resolution to the Board:

**RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY
EXTENDING THE INDUCEMENT PERIOD AND THE SALES TAX PERIOD FOR JAMESON
REALTY, LLC, UNTIL FEBRUARY 15, 2020**

Sean opened the floor up for discussion –

These extensions cost a lot of time and energy as well as monies. Based on the HIDA fee schedule we are required to bill for the extension. Doyle recognized Jennifer Strong for all of the time and effort she has put into this project. Doyle also stated he contacted the owner of AW Farrell and notified him of the late fees due because of deadlines not being met. They are up to date on their past tax payments.

-Motion to approve the AW Farrell Resolution as stated above

Moved: Andy Palmer **Seconded:** Norma Rusert-Kelly

Ayes: Palmer, Moses, Reynolds, Hutchinson, Rusert-Kelly, Valentin

Nays: none

Carried

Chairman & Vice Chair of the Board

The HIDA by-laws state with the departure of the chairman (Janet Plarr) the vice chairman will move into the position of Chairman. Therefore Andy Palmer will become Chairman of the Board leaving the vice-chairman open.

Doyle talked to the board about the opening and asked if anyone would be interested in the position. It would be about an additional 1.5 hour commitment a month. Doyle will give the board members a chance to think it over.

-Motion to table the election of a new vice chairman until the next meeting.

Moved: Andy Palmer **Seconded:** Wence Valentin

Ayes: Palmer, Moses, Reynolds, Hutchinson, Rusert-Kelly, Valentin

Nays: none

Carried

Board agreed the rest of the meeting dates for 2019 will be held at the Blasdel Village Hall.

Executive Director Compensation

-**Motion** made by Andy Palmer to approve a bonus to the Executive Director Doyle in the amount of \$5,000.

Moved: Tom Moses **Seconded:** Wence Valentin

Ayes: Palmer, Moses, Reynolds, Hutchinson, Rusert-Kelly, Valentin

Nays: none

Carried

- **Motion** to adjourn at 8:17am.

Moved: Norma Rusert-Kelly **Seconded:** Bob Hutchinson

Ayes: Palmer, Moses, Reynolds, Hutchinson, Rusert-Kelly, Valentin

Nays: none

Carried

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Doyle', written over the word 'Sincerely,'.

Sean Doyle, Executive Director