



**Hamburg Industrial Development Agency**

**Board of Directors Meeting  
August 28, 2018  
Court Room - Blasdell Village Hall**

**Present**

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

**Excused**

Jeff Brylski

**Guests**

Mary Doran  
Jennifer Strong  
Mark Farrell, Jameson Roofing

**Executive Director**

Sean Doyle

- **Move** to open the Board of Directors meeting at 7:31am, Chairman Moses.

- **Motion** to approve the minutes from the July 17, 2018 Board of Directors Meeting.

**Moved:** Janet Plarr                      **Seconded:** Andy Palmer  
**Ayes:** Plarr, Moses, Hall, Palmer, Reynolds, Valentin  
**Nays:** none  
**Carried**

- **Motion** to approve the July 2018 Treasurers Report.

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

- 7:35am - Norma Rusert-Kelly joined meeting

**Executive Director Update:**

- HDC agreement has been signed.
- No action on board vacancy
- Budget has been revised to reflect new staff. Submitted \$15,000 budget request for 2019 to Town for assistance with office expenses, consultant services and audits.
- Going forward HIDA will use Quickbooks for invoice processing. This will provide a tracking system for incoming payments.
- Lawley insurance is working on a risk analysis and cost for gap coverage. Currently \$100,000 deductible before insurance benefits can be utilized.

- Putting together a motion for next meeting regarding granting ST-60 extensions. Previous Executive Director had authority to do so without board approval. Proposing Chair or Vice Chair sign off on extension along with Executive Director for better controls/documentation and accountability of fee extension payment.
- Facebook page has been updated. Posting IDA related articles, about 250 likes in the past 2 weeks.
- Executive Director, Doyle, summarized meetings and projects he has been working on the past month most notable Pyramid Brokerage/Concept Transportation interest in LECC, Upstate Steel potential expansion on Lake Avenue, Hamburg Properties refinance on 50 Buffalo Street and Ogiony Development mixed use development of 290 Lake Avenue.
- Vision Hotels - waiting on them to provide economic impact study
- 244 Main - waiting on them to provide construction costs. No more then 1/3 of the total project cost can be for retail for them to quality.

**New Business:**

- Executive Director, Doyle, has been asked join the Hamburg Chamber of Commerce Board. HIDA board agreed it would be good for business. The Chamber's monthly board meetings conflict with the monthly HIDA board meetings. A discussion on meeting times took place and the board was in favor of moving to the 4<sup>th</sup> Tuesday of the month.

- **Motion** to approve moving the meetings to the 4<sup>th</sup> Tuesday of every month, same time and place.

**Moved:** Janet Plarr

**Seconded:** Wence Valentin

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

**Nays:** none

**Carried**

- The following resolution for Triple R. Properties was presented by Jennifer Strong. No new monies company is refinancing and going with another bank.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE EXECUTION AND DELIVERY OF A MORTGAGE, ASSIGNMENT OF RENTS AND SECURITY AGREEMENT AND CONSOLIDATION, MODIFICATION AND EXTENSION AGREEMENT IN THE PRINCIPAL AMOUNT OF \$1,300,000 AND OTHER SECURITY DOCUMENTS REQUIRED IN CONNECTION WITH IN THE REFINANCING OF 2011 TRIPLE R PROPERTIES, LLC PROJECT

- **Motion** to approve Triple R. Property refinance

**Moved:** Janet Plarr

**Seconded:** Bob Reynolds

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

**Nays:** none

**Carried**

The following resolution for Hamburg Studio Apartments was presented by Jennifer Strong. No new monies company is obtaining 2<sup>nd</sup> mortgage.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE EXECUTION AND DELIVERY OF A MORTGAGE, ASSIGNMENT OF LEASES AND RENTS, ASSIGNMENT OF CONTRACTS, SECURITY AGREEMENT AND FIXTURE FILING, IN THE PRINCIPAL AMOUNT OF \$600,000, IN CONNECTION WITH THE 2010 HAMBURG STUDIO APARTMENTS, LLC PROJECT AND APPROVING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS REQUIRED IN CONNECTION THEREWITH.

- **Motion** to approve 2<sup>nd</sup> mortgage

**Moved:** Janet Plarr

**Seconded:** Bob Reynolds

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

**Nays:** none

**Carried**

The following resolution for Jameson Roofing was presented by Jennifer Strong. No new monies company needs one year extension on previously approved project.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY EXTENDING THE INDUCEMENT PERIOD AND THE SALES TAX PERIOD FOR JAMESON ROOFING COMPANY, INC., ON BEHALF OF A LIMITED LIABILITY COMPANY TO BE FORMED, NOW KNOWN AS FARRELL NORTH PROPERTIES, LLC, UNTIL AUGUST 15, 2019

- **Motion** to approve extension of previously approved project

**Moved:** Janet Plarr

**Seconded:** Bob Reynolds

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

**Nays:** none

**Carried**

Board was encouraged to attend the IDA Joint Session on September 12, 8:00am at the Lancaster Opera House. Carl Calabrese will be presenting. All local IDAs and board members were invited to attend.

Working on a "sources and uses" analysis for the Hamburg Development Companies as a whole, to get a better handle on where labor/time is spent verses where funding is coming from.

Jennifer Strong offered to give the board a 15 minute presentation/overview on the procedure after an IDA application is received. Board was in agreement, it would be beneficial to get a "refresher" of the process.

- **Motion** to move into Executive Session at 8:17am regarding litigation and a contractual matter

**Moved:** Bob Reynolds                   **Seconded:** Janet Plarr

**Ayes:** Plarr, Moses, Hall, Palmer, Reynolds, Valentin

**Nays:** none

*Carried*

- 8:25 Norma Rusert-Kelly left meeting.

- **Motion** to move out of Executive Session at 8:50am

**Moved:** Tom Moses                   **Seconded:** Cam Hall

**Ayes:** Plarr, Moses, Hall, Palmer, Reynolds, Valentin

**Nays:** none

*Carried*

- **Motion** to adjourn at 8:51am.

**Moved:** Janet Plarr                   **Seconded:** Andy Palmer

**Ayes:** Plarr, Moses, Hall, Palmer, Reynolds, Valentin

**Nays:**

*Carried*

Sincerely,



Sean Doyle  
Executive Director