**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**

**Minutes of the Executive Committee Meeting**

**February 10, 2017 – 8:30 AM**

**Agency Office, 4287 Main Street**

 Executive Committee: Carlton N. Brock, Jr.

Michele F. Marconi

Steven D. Sanders

 David S. Mingoia, Executive Director

Guests: E. Marshall Wood, Jr.

Michael R. Szukala

William W. Tuyn

Stephen Bell, Northwest Bank

Larry Rubin, Kavinoky & Cook

Kim Weismore, Shatkin First

Mr. Brock opened the meeting and asked for a motion on the minutes from the previous meeting. Ms. Marconi made a motion to approve, seconded by Mr. Brock and carried unanimously.

Mr. Mingoia then noted that the Governance Committee met on February 3rd and discussed several items including a PILOT Grievance Policy. Discussion began on several Governance Committee items until Mr. Wood objected to the Executive Committee considering these issues and potential policies. He noted that as a matter of governance, these items should be discussed by the entire Board of Directors. Everyone agreed.

Mr. Mingoia reviewed the Northwest Bank project, mentioning that Mr. Bell was in attendance to answer any questions. He highlighted the new jobs of the project, absorption of vacant space and working with Invest Buffalo Niagara and Empire State Development on the project. Mr. Bell noted that there are functions that they could perform in Pennsylvania but will locate here. Mr. Sanders made a motion to send the project to the Board for consideration, seconded by Mr. Brock and carried unanimously.

Mr. Mingoia then introduced Mr. Rubin, legal representation to Shatkin First, and provided a brief overview of the project. He noted that this project was separate from the dental office/plastic surgery business and was an expansion of the corporation that manufactures and distributes surgical stents, dental implants and mini dental restorations. It also performs R&D, training and customer service functions.

Mr. Rubin then presented the physical plans for the operation as an expansion of the building at 2495 Kensington, across the street from the current Shatkin First operation. This expansion is attached to the existing dental office due to the availability of land to construct the roughly 15,000 SF expansion. Mr. Rubin and Ms. Weismore provided samples of the products that are designed, manufactured and distributed from 2500 Kensington. Mr. Rubin noted this was medical tourism as dentists and technicians travel to the site from outside of the region and state to learn how to use the products in their practices. Mr. Szukala noted that he was not comfortable with that term, but understood the concept of creating a conference/training destination.

Discussion ensued about scheduling a public hearing and when the Board would consider it. Mr. Mingoia noted that they could not schedule a public hearing until March 3rd at the earliest, and that March consideration by the Board of Directors provided 5 weeks of project review. Ms. Marconi indicated she would like to continue to retain the month timeframe, which would place the item on the April Board Agenda.

Mr. Sanders made a motion to set a Public Hearing for the project at the March Board Meeting, seconded by Ms. Marconi and carried unanimously.

Mr. Marconi made a motion, seconded by Mr. Brock, and carried unanimously to adjourn the meeting at 9:17.