**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**

**Minutes of the 507thMeeting**

**March 8, 2019 – 8:30 am**

**James J. Allen Boardroom**

**Agency Offices, 4287 Main Street**

PRESENT: Carlton N. Brock, Jr.

Steven Sanders

Michael R. Szukala

William W. Tuyn

Hon. Timothy J. Drury

Hadar Borden

Jacqualine Berger, Town Board Liaison

David S. Mingoia, Executive Director

Kevin J. Zanner, Hurwitz & Fine PC

ABSENT: Philip Meyer

GUESTS: AIDA Staff

 Jim Fink, Business First

 David Tytka, Uniland Development Co.

 Sean Hopkins, Esq

 Nicholas Tzetzo, Tzetzo Companies, LLC

 Linda Tzetzo, Tzetzo Companies, LLC

 Jim Tricoli, Amherst Times

Chairman Carlton Brock called the meeting to order and reminded everyone that the meeting was being audio recorded.

**MINUTES**

The minutes of the January 2019 meeting were approved as presented.

**BILLS & COMMUNICATIONS**

The Agency received a letter from Paul Wolf of the Buffalo Niagara Coalition for Open Government. Mr. Wolf requested that the Agency adopt a resolution on outlining its commitment to their list of Best Practices. The board agreed to forward this matter to the Agency’s Governance Committee for evaluation.

**TREASURER’S REPORT**

The Treasurer’s Report for January 2019 was approved as presented.

**PUBLIC COMMENT**

There was no Public Comment at this meeting.

**EXECUTIVE DIRECTOR’S REPORT**

The Executive Director’s Report is attached to these minutes.

**COMMITTEE REPORTS**

There were no Committee Reports for this meeting, however Executive Mingoia reminded the board that there is an Audit & Finance Committee meeting scheduled for February 12th and a Governance Committee meeting scheduled for February 21st.

**UNFINISHED BUSINESS**

There was no Unfinished Business at this meeting.

**NEW BUSINESS**

 **AUTHORIZATION RESOLUTION – FREDONIA PLACE @ WILLIAMSVILLE**

## PROJECT DESCRIPTION

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The Tzetzo Companies LLC, is purchasing the Sisters of St. Francis unlicensed assisted living facility and performing major renovations. The company expects to receive New York State Department of Health licensure to operate as a fully licensed adult living facility that will serve both Sister and non-Sister residents. Tzetzo is seeking to undertake this project after a competitive and due diligence process by the Sisters. When the facility was developed in 1999, the Sisters intended to find an operator once they could no longer care for themselves.

Tzetso expects the license to allow for an expanded number of non-Sister residents by increasing units to 99. Additional jobs will be added to provide care to additional residents moving into the facility. Financial assistance is noted as “crucial” by the applicant to defray the substantial cost of renovations to bring the facility up to modern standards and New York State Department of Health regulatory compliance. The Amherst Town Board unanimously approved the rezoning of the project and placed restrictions on further building construction on the site.

After a brief discussion, Steven Sanders made a motion to approve the request for the authorization for the Fredonia Place @ Williamsville Project. Michael Szukala seconded the motion. Vote of aye were cast by Brock, Sanders, Szukala, Tuyn, Drury and Borden. Vote the approve the Fredonia Place @ Williamsville project passed 6-0.

Steven Sanders made a motion for the board to go into Executive Session to discuss the contract extension for Executive Director David Mingoia. Michael Szukala seconded the motion. Votes of aye were cast by Brock, Sanders, Szukala, Tuyn, Drury and Borden. Vote for the board to go into Executive Session passed 6-0.

9:50 am – board came out of Executive Session

Steven Sanders made a motion to authorize the Chairman to meet with Executive Director Mingoia to begin contract extension discussions. Michael Szukala seconded the motion. Votes of aye were cast by Brock, Sanders, Szukala, Tuyn, Drury and Borden. Motion to approve passed 6-0.

9:51 am – meeting adjourned.