

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY  
Agenda – 515<sup>th</sup> Meeting  
Friday, January 17, 2020-8:30 am**

**James J. Allen Boardroom  
Agency Offices – 4287 Main Street, Amherst, NY 14226**

1. Roll Call of Members
2. Reading and Approval of Minutes
3. Bills & Communications
4. Treasurer's Report
5. Public Comment
  - a. Speakers Limited to Three (3) Minutes
6. Executive Director's Report
7. Committee Reports
  - Nominating Committee
    - Slate of Officers – 2020
    - Committee Assignments
8. Unfinished Business
9. New Business
  - I. Invest Buffalo Niagara  
– Update from Tom Kucharski
10. Adjournment

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY  
TOWN OF AMHERST DEVELOPMENT CORPORATION  
EXECUTIVE COMMITTEE AND BOARD MEETING DATES**

**2020**

**EXECUTIVE COMMITTEE**

January 9, 2020  
February 6, 2020  
March 12, 2020  
April 2, 2020  
April 30, 2020  
June 4, 2020  
July 2, 2020  
August 6, 2020  
September 3, 2020  
October 1, 2020  
November 5, 2020  
December 3, 2020

**BOARD MEETINGS**

January 17, 2020  
February 21, 2020  
March 27, 2020  
April 17, 2020  
May 15, 2020  
June 19, 2020  
July 16, 2020 (This is a Thursday)  
August 21, 2020  
September 18, 2020  
October 16, 2020  
November 20, 2020  
December 18, 2020

**ALL MEETINGS BEGIN AT 8:30 AM  
AIDA OFFICES  
4827 MAIN STREET, AMHERST, NY 14226  
716.688.9000  
AmherstIDA.com**

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**  
**Minutes of the 514<sup>th</sup> Meeting**  
**December 13, 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  
Philip Meyer  
Hadar Borden  
Jacqueline Berger, Town Board Liaison  
David S. Mingoia, Executive Director  
Joseph M. Reynolds, Hurwitz & Fine PC

**GUESTS:** AIDA Staff  
Hannah Sanders

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

**MINUTES**

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

**BILLS & COMMUNICATIONS**

There were no Bills & Communications presented for this meeting.

**TREASURER'S REPORT**

The Treasurer's Reports for October and November 2019 were approved as presented.

**PUBLIC COMMENT**

There was no Public Comment made at this meeting.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Mingoia's report is attached to these minutes.

**COMMITTEE REPORTS**

**Governance**

It was reported that the Governance Committee met November 2019 and reviewed and discussed Agency policies, specifically the suggested amendments to the Fee and Expense Policy. The Governance Committee also recommended the re-adoption of current AIDA/ADC policies, along with the amendment to the Fees and Expense policy as presented.

Steven Sanders made a motion to approve the Governance Committee's recommendations to re-adopt current AIDA/ADC policies and approve the amendment to the Fee and Expense Policy. Michael Szukala, seconded the motion to approve.

After a brief discussion, votes to approve the Governance Committee's recommendation to re-adopt current AIDA/ADC policies and approve the amendment to the Fee and Expense Policy were cast by Brock, Sanders, Szukala, Tuyn, Drury, Meyer and Borden. Motion to approve passed 7-0.

#### **UNFINISHED BUSINESS**

There was no Unfinished Business presented at this meeting.

#### **NEW BUSINESS**

##### **I. Establish Nominating Committee for 2020**

Executive Director Mingoia briefly described the purpose and duties of the Nominating Committee. Board Members Philip Meyer and Hadar Borden volunteered to serve on the Nominating Committee.

Steven Sanders made a motion to approve Philip Meyer and Hadar Borden at the 2020 Nominating Committee. William Tuyn seconded the motion. Vote of aye to approve were cast by Brock, Sander, Szukala, Tuyn, Drury, Meyer and Borden. Motion to approve passed 7-0.

##### **II. Authorization Resolution – AIDA Mortgage Refinance for 4287 Main Street property**

First Niagara Funding, Inc. holds a first lien mortgage on the AIDA offices as security for a loan to the Agency in the amount of Seven Hundred, Fifty-Seven Thousand Dollars (\$757,000.00).

A balloon payment in the amount of the current loan balance of approximately Three Hundred Thirty Thousand Dollars (\$330,000.00) is due and payable in January of 2020.

The Agency desires to refinance the mortgage through KeyBank National Association pursuant to the terms and conditions set forth in a term sheet proposal dated December 3, 2019.

Steven Sanders made a motion to approve the refinance of AIDA offices located at 4287 Main Street, through KeyBank National Association pursuant to the terms and conditions set forth in their term sheet proposal dated December 3, 2019. William Tuyn seconded the motion.

Votes to approve were cast by Brock, Sanders, Szukala, Tuyn, Drury, Meyer and Borden. Motion to approve passed 7-0.

Board Member Michael Szukala announced that due to his recent election to the Amherst Town Board, he would be resigning his position on the Town of Amherst Industrial Development Agency and the Town of Amherst Development Corporation's board of directors, effective December 31, 2019. Mr. Szukala cited his workload as the reason for his resignation.

Chairman Brock thanked Mr. Szukala for his service.

9:20 am – meeting adjourned.

## **Executive Director's Report**

January 17, 2020

### **Boulevard Central District**

We are hosting a series of meetings with individual developers next week focused on the new retrofit zoning classification in the Opportunity Zone. Dover Kohl and Associates, an international design firm, was hired by the Town of Amherst to work with property owners in this area on visioning using the new zoning, future development projections developed through the completed Generic Environmental Impact Statement, and infrastructure improvements. At the completion of the meetings, a reception and formal presentation of insights and findings is scheduled the afternoon of Friday, January 24<sup>th</sup>. Time and place yet to be determined.

### **NFTA Light-Rail Update**

At a recent stakeholders meeting, the NFTA provided an update on the Draft Environmental Impact Statement (DEIS) process as it nears release at the end of this month after the NFTA Board of Directors Meeting. A DEIS studies a wide range of environmental and economic impacts, but the consultant group determined that most of the impacts center on four areas: Transportation, Noise, Vibration and Property Acquisition. Transportation impacts focus on station placement and crossings and minimize impact on existing and forecasted traffic. Vibration is a concern along the entire corridor. Noise impacts are mitigated and minimal through most of the corridor until you reach Audubon. Train skirts, speed modifications and eliminating bells at grade crossings mitigate increased noise. If the NFTA votes to approve the DEIS, a 60-day public comment period commences. Two public hearings tentatively scheduled for February 25<sup>th</sup> and 26<sup>th</sup> in Amherst. A Final Environmental Impact Statement could be issued this Summer, allowing for Phase 2 to begin. Phase 2, which is funded, begins engineering and design to about 30% completion. Full materials on the project are available [www.nftametrorailexpansion.com](http://www.nftametrorailexpansion.com).

### **Bonadio Group**

The audit team will be in the office next week to begin their annual audits of the Amherst IDA and Development Corporation. This process should take about 60 days with a deliverable of an audit in March.