

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**  
**Agenda – 560th Meeting**  
**Friday, October 17, 2025-8:30 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
  - I. Speakers Limited to Three (3) Minutes
6. Executive Director's Report
7. Committee Reports
  - Audit & Finance Committee-2026 Budget Recommendations
8. Unfinished Business
9. New Business
10. Adjournment

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**  
**Minutes of the 559<sup>th</sup> Meeting**  
**Friday, August 15, 2025 – 8:31 am**  
**James J. Allen Boardroom**  
**Agency Offices, 4287 Main Street**

PRESENT: Carlton N. Brock, Jr  
William Tuyn  
Anthony Agostino  
Hon. Timothy Drury  
Frank LoTempio, III  
Nicole Gavigan  
David S. Mingoia, Executive Director  
Carly D. Brown, Hurwitz & Fine PC

EXCUSED: Hadar Borden

GUESTS : AIDA Staff  
Jacqui Berger  
Sean Hopkins,  
Paul Bliss, BlissCo  
Dan Gagliardo  
David Kuneske

Chairman Carlton Brock called the meeting to order and reminded everyone the meeting was being video recorded and live-streamed.

**MINUTES**

Upon a motion by Frank LoTempio, seconded by Anthony Agostino and unanimously carried, the minutes of the June 20, 2025 meeting were approved as presented.

**BILLS & COMMUNICATIONS**

Executive Director David Mingoia informed those in attendance that the Agency received correspondence from Dan Gagliardo and Sean Hopkins regarding the 1760 Maple Road, LLC project that is on today's agenda. Mr. Mingoia stated that the board was copied on the correspondence prior to the meeting.

**TREASURER'S REPORT**

Treasurer Anthony Agostino highlighted the Agency financial statement for June and July 2025. Upon a motion by Frank LoTempio, seconded by Nicole Gavigan, the Treasurer's Reports for June and July 2025 were approved unanimously by a vote of 6-0.

## **PUBLIC COMMENT**

Two people spoke during the public comment portion of the meeting: Dan Gagliardo and David Kusneske.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director David Minogia gave a report of recent IDA activities to the Board.

## **COMMITTEE REPORTS**

There were no Committee Reports at this meeting.

## **UNFINISHED BUSINESS**

There was no Unfinished Business presented at this meeting.

## **NEW BUSINESS**

### **I. Authorization Resolution – 1760 Maple Road, LLC**

The applicant is requested assistance to construct 118 units and 7,000 square feet of commercial space across four (4) buildings. In addition to the investment in constructing the buildings, the project includes off-site sanitary improvements and the installation of pedestrian improvements at the intersection of Maple and Ayer Roads. The project includes a workforce housing component consisting of 20% of the units (24 total units) that will be leased at 80% of area median income (AMI). The applicant is committing to an additional community benefit consists of a \$250,000 financial contribution towards construction of a restroom facility at Willowdale Park. AIDA benefits are limited to the construction of the project and will not include equipping and build out of the commercial space.

The project is constructed on an infill parcel that has sat vacant for several decades along a major arterial that was originally zoned for commercial office development. The Town Board approved a modification to the Comprehensive Plan in 2022 and rezoned the property to allow for this development in 2023. Agency assistance is necessary to complete the project due to additional off site infrastructure improvements and inability to secure financing without AIDA assistance. The Reasonableness Assessment prepared by Camoin Associates notes the low return on investment even with the project incentives. Additionally, the requested assistance will enable the applicant to include the 24 requested workforce housing units.

Executive Director Mingoia also presented a cost/benefit analysis pertaining to the project.

Frank LoTempio made a motion to approve the request for assistance for 1760 Maple Road, LLC project. Willilam Tuyn seconded the motion to approve. After a discussion and brief comments by Executive Director Mingoia, votes to approve the 1760 Maple Road, LLC project

were cast by Brock, Tuyn, Agostino, Drury, LoTempio and Gavigan. The motion to approve the project was passed by a vote of 6-0.

8:51 am – Frank LoTempio made a motion to adjourn the meeting, with Anthony Agostino seconding. Motion to adjourn passed unanimously.

	<b>2025 Budget</b>	<b>2025 Estimated</b>	<b>2026 Budget</b>
<b>REVENUES:</b>			
Administrative Fees (Agency 1%)	\$ 850,000	\$ 1,300,000	\$ 850,000
Management Fee (ADC fees)	\$ -	\$ -	\$ -
Application Fees	\$ 5,000	\$ 7,000	\$ 5,000
Interest Income (NR)	\$ 20,000	\$ 36,000	\$ 30,000
Other Revenue	\$ -	\$ 17,000	\$ -
<b>subtotal</b>	<b>\$ 875,000</b>	<b>\$ 1,360,000</b>	<b>\$ 885,000</b>
<b>EXPENSES</b>			
<b>ADMINISTRATION:</b>			
Payroll	\$ 285,310	\$ 285,310	\$ 296,810
Employer FICA Expense	\$ 22,600	\$ 22,600	\$ 22,600
Pension Fund	\$ 23,700	\$ 22,000	\$ 23,700
Health Insurance	\$ 59,200	\$ 59,200	\$ 67,000
<b>subtotal</b>	<b>\$ 390,810</b>	<b>\$ 389,110</b>	<b>\$ 410,110</b>
<b>OPERATION:</b>			
Office Expense	\$ 10,000	\$ 12,500	\$ 11,000
Postage	\$ 750	\$ 750	\$ 1,250
Travel	\$ 6,500	\$ 6,000	\$ 6,500
Telephone	\$ 7,000	\$ 7,000	\$ 6,000
Fees & Dues	\$ 7,000	\$ 6,000	\$ 7,000
Subscriptions/Publications	\$ 2,000	\$ 1,000	\$ 2,000
Legal Fees-General Counsel	\$ 30,000	\$ 20,000	\$ 30,000
Legal Fee - Litigation	\$ 5,000	\$ -	\$ 5,000
Bldg Interest	\$ 13,000	\$ 21,500	\$ 21,500
Bldg Utilities	\$ 7,000	\$ 7,000	\$ 7,000
Bldg Property Tax	\$ 6,000	\$ 6,100	\$ 6,200
Bldg Inside Maint	\$ 15,000	\$ 10,000	\$ 10,000
Bldg Outside Maint	\$ 15,000	\$ 25,000	\$ 20,000
Meetings	\$ 3,000	\$ 1,500	\$ 3,000
Equipment	\$ 8,000	\$ 16,000	\$ 8,000
Equipment Rental	\$ 4,000	\$ 4,000	\$ 4,000
Professional Services	\$ 60,000	\$ 60,000	\$ 65,000
Insurance	\$ 24,000	\$ 25,000	\$ 25,000
Depreciation	\$ 22,000	\$ 22,000	\$ 20,000
<b>subtotal</b>	<b>\$ 245,250</b>	<b>\$ 251,350</b>	<b>\$ 258,450</b>
<b>SPECIAL PROJECTS:</b>			
Marketing	\$ 40,000	\$ 40,000	\$ 40,000
Invest BN	\$ 20,000	\$ 20,000	\$ 20,000
Education	\$ 4,000	\$ 3,000	\$ 4,000
Special Events	\$ 5,000	\$ 1,000	\$ 5,000
Strategic Partnerships	\$ 100,000	\$ 7,000	\$ 100,000
Capital Improvements	\$ 20,000	\$ 26,000	\$ 20,000
<b>subtotal</b>	<b>\$ 189,000</b>	<b>\$ 97,000</b>	<b>\$ 189,000</b>
<b>Total Expenses (non-restricted)</b>	<b>\$ 825,060</b>	<b>\$ 737,460</b>	<b>\$ 857,560</b>
<b>Excess Revenue over/(under)</b>	<b>\$ 49,940</b>	<b>\$ 622,540</b>	<b>\$ 27,440</b>