

TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY
Minutes of the Executive Committee Meeting
August 4, 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: Michael R. Szukala
 Edward Stachura
 William W. Tuyn

Mr. Brock opened the meeting at 8:36 AM and requested a motion to approve the minutes of the July Executive Committee Meeting. Ms. Marconi made the motion, seconded by Mr. Sanders and carried unanimously.

Mr. Mingoia brought up the pending Agency By-Laws, and Governance and Finance and Audit Committee Charters, noting that they were vetted by staff and counsel. Ms. Marconi noted that there were a few areas that did not seem to apply. Mr. Mingoia replied that there are requirements in the Public Authorities Law and Authority Budget Office guidelines that are required in each policy. Mr. Brock made mention of Mr. Wood's request to limit no more than one executive committee member to any other committee. Mr. Szukala added that he thought this was a good idea as we need to plan for future boards. Mr. Sanders made a motion to send these documents to the Board for approval, seconded by Ms. Marconi, and carried unanimously.

Mr. Mingoia presented Bureau Veritas Consumer Products Services' and Zaepfel Development's applications for assistance for an expanded building at 100 Northpointe Parkway. Ms. Marconi noted that this was a poster child for the kind of project that IDAs are created for and checked off many important factors in considering the project for benefits. She then added that she was having trouble with the amount of new jobs for nearly \$1 million in benefits. Mr. Mingoia noted that there is a retention factor here as the company has options to move the entire operation. Mr. Stachura noted that there is nothing in IDA law that requires a certain level of employment for incentives. Mr. Sanders requested that Mr. Mingoia request further clarification on the job figures from the company for added information prior to the August Board Meeting.

Mr. Mingoia reviewed the request from the UB Foundation to provide an affidavit defining the role of the Amherst Development Corporation and whether its assistance is considered public monies. The Executive Committee agreed to Mr. Mingoia signing an affidavit approved by Agency Counsel.

At 9:33 AM, Mr. Brock made a motion to adjourn, seconded by Mr. Sanders and carried unanimously.