

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**  
**Minutes of the Executive Committee Meeting**  
**March 4, 2016 – 8:30 AM**  
**Agency Office, 4287 Main Street**

Executive Committee: Carlton N. Brock, Jr.  
Michele F. Marconi  
Aaron J. Stanley  
James Allen, Executive Director

Guests: E. Marshall Wood, Jr.  
Edward F. Stachura  
Steven D. Sanders  
Michael R. Szukala  
David Mingoia, Deputy Director  
Nathan Neill, Esq.  
See Attached Sign-in Sheet

Mr. Brock opened the meeting and asked to if there are any comments on the Executive Committee Meeting minutes from 2/5/16. Mr. Stanley noted that the staff was directed to prepare the Legal Services RFP and report it back to the Executive Committee. The minutes listed the Governance Committee, which worked on the RFP. The change was noted and made to the minutes.

Mr. Brock then opened the meeting to Mr. Chiazza from Iskalo Development, who made a presentation on the changes to the company's Lord Amherst redevelopment project and the reason for increasing the budget.

After Mr. Chiazza's presentation several Board Members asked questions of the project on a variety of the project's aspects, including the legal definition of a tourism destination under NYS statute, where visitors are expected to come from and their nature for staying at the hotel, the scope of improvements and why the AIDA wasn't aware sooner of the updated plan.

Mr. Chiazza answered questions and then left as the meeting moved on to other matters.

Mr. Brock asked staff to provide a recommendation on the project.

Mr. Allen discussed the 3/2/16 NYSEDC Best Practices Webinar on the new IDA reform legislation and that we have a number of policies and application changes to implement before 6/15/16.

Mr. Szukala reviewed the draft RFP for Legal Services. Several suggestions were made to request additional information regarding insurance coverage, specific attorney assignment and references.

Ms. Marconi requested that staff review her "crib sheet" on the Uniform Tax Exemption Policy NAICS definitions and that there should be management reports on the status of projects approved by the Board.