

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**  
**Minutes of the 516<sup>th</sup> Meeting**  
**March 27, 2020 – 8:30 am**  
**James J. Allen Boardroom**  
**Agency Offices, 4287 Main Street**

Due to the Covid-19 Pandemic and pursuant to Governor Andrew Cuomo’s Executive Order No.202.1, the Amherst IDA Board of Directors meeting was conducted by teleconference and live streamed at [www.AmherstIDA.com](http://www.AmherstIDA.com). In physical attendance at the meeting were Chairman Carlton Brock and Executive Director David Mingoia. A video recording of the meeting can be accessed and viewed at [www.AmherstIDA.com](http://www.AmherstIDA.com).

PRESENT via telephone: Steven Sanders  
Anthony Agostino  
Hon. Timothy J. Drury  
Hadar Borden  
Kevin J. Zanner, Hurwitz & Fine PC

ABSENT: William Tuyn  
Philip Meyer

GUESTS via telephone: Justin Reid, Bonadio Group

Chairman Carlton Brock called the meeting to order.

**MINUTES**

The minutes of the January 2020 meeting were approved as presented.

**BILLS & COMMUNICATIONS**

There were no Bills & Communications at this meeting.

**TREASURER’S REPORT**

The Treasurer’s Report for February 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.

Executive Director Mingoia requested that, due to the Covid-19 pandemic and social distancing practices, the board approve a change in the checking signing practice. The current practice requires two authorized signatures on the checks. The new practice would require one signature along with a review and sign off from the Treasurer or other Executive Committee member for the single signature checks.

Judge Drury made a motion to approve the temporary check signing request for the duration of the Covid-19 pandemic crisis. Hadar Borden seconded the motion. After a brief discussion votes of aye were cast by Brock, Sanders, Agostino, Drury and Borden. Motion to approve passed 5-0.

#### **COMMITTEE REPORTS**

**Audit & Finance Committee** – Anthony Agostino informed the board that the Audit & Finance Committee had met with the Agency’s auditor, Justin Reid from The Bonadio Group in February. Mr. Reid was invited to speak to the board. Mr. Reid gave the board a presentation of the 2019 Audited Financial Statements.

There was a brief discussion after the presentation. Judge Drury made a motion to accept the 2019 Audited Financial Statements as presented. Hadar Borden seconded the motion. Votes of aye to accept the 2019 Audited Financial Statements were made by Brock, Sanders, Agostino, Drury and Borden. Motion to approve passed 5-0.

**Governance Committee** – The Governance Committee met earlier in the month and recommended the approval the 2019 Mission Statement and Measurement Report as presented. Judge Drury made a motion to approve the 2019 Mission Statement and Measurement Report. Hadar Borden seconded the motion. Votes of aye were cast by Brock, Sanders, Agostino, Drury and Borden. Motion to approve passed 5-0.

#### **UNFINISHED BUSINESS**

There was no unfinished business presented at this meeting.

#### **NEW BUSINESS**

##### **I. Assignment & Assumption of Lease – 40 Curtwright Drive**

Uniland Development Company, through a related corporation, is seeking to purchase 40 Curtwright Drive and assume the existing Amherst IDA Lease on the property. The Agency lease is currently with 10 Curtwright Drive LLC and was entered into on October 1, 2015. There are eight years left on the PILOT, which would transfer with the purchase. There are no new incentives requested.

The Amherst IDA Board approved the project in July 2015 authorizing a \$3,400,000 lease transaction for the construction and equipping of a 55,000 square foot expansion to an existing manufacturing/distribution facility together with related site improvements. The single tenant in the building is Ashton-Potter, a long time Amherst company. Ashton-Potter is a light manufacturing "specialty" printer of sensitive/valuable items. Nearly all of their product is shipped outside of New York State.

Judge Drury made a motion to approve the request for Assignment and Assumption of Lease for 40 Curtwright Drive as presented. Hadar Borden seconded the motion. After discussion, votes of aye were cast by Brock, Sanders, Agostino, Drury and Borden. Motion to approve passed 5-0.

**RESOLVED, THAT THE OF THE TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY GRANT CONSENT TO THE SALE, ASSIGNMENT AND ASSUMPTION OF THE PROJECT LOCATED AT 40 CURTWRIGHT DRIVE, BY 10 CURTWRIGHT DRIVE, LLC, AS SELLER/ASSIGNOR TO UNILAND DEVELOPMENT I, LLC, AS PURCHASER/ASSIGNEE, IN CONNECTION WITH THE 2015 10 CURTWRIGHT DRIVE PROJECT.**

Meeting adjourned 9:24 am.