

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**

**Minutes of the 556<sup>th</sup> Meeting  
Friday, April 25, 2025 – 8:49 am  
James J. Allen Boardroom  
Agency Offices, 4287 Main Street**

PRESENT: Carlton N. Brock, Jr.  
William Tuyn  
Anthony Agostino  
Hon. Timothy Drury  
Hadar Borden  
Frank LoTempio, III  
Nicole Gavigan  
David S. Mingoia, Executive Director  
Kevin J. Zanner, Hurwitz & Fine PC

GUESTS : AIDA Staff  
Carly D. Brown, Hurwitz Fine PC  
Jacqui Berger  
David Tytko  
Joseph Manzella, Novum Medical  
Kevin Curry, Novum Medical  
Joe Voytovich

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 William Tuyn and unanimously carried, the minutes of the March 2025 meeting were approved as presented.

**BILLS & COMMUNICATIONS**

There were no Bills & Communications presented at this meeting.

**TREASURER'S REPORT**

Treasurer Agostino reviewed the highlights of the Treasurer's Report for March 2025. Upon a motion by Frank LoTempio, seconded by William Tuyn and unanimously carried, the Treasurer's Report for March 2025 was approved as presented.

## **PUBLIC COMMENT**

Amherst resident Joe Voytovich spoke to the board for several minutes about the 2018 Daemen College tax-exempt bond issue. Mr. Voytovich noted questions he had about the liability to the Town of Amherst about the issuance of “municipal bonds” being issued. Executive Director Mingoia reminded Mr. Voytovich that the bonds being issued are private activity bonds and not municipal bonds, thereby removing the Town of Amherst, Amherst IDA and the Amherst Development Corporation from liability. Mr. Mingoia also offered to meet with Mr. Voytovich to discuss the matter further. Chairman Brock encouraged this meeting.

## **EXECUTIVE DIRECTOR’S REPORT**

David Mingoia presented the Executive Director’s Report.

## **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 – Novum Medical Products of NY, Inc.**

Novum Medical Products requested Amherst IDA assistance to expand its existing 10,400 square feet facility by 6,000 square feet to remain competitive in its industry and expand capacity to take on new work. The addition is mostly warehouse/production space, but will allow for greater efficiency across all its local operations as shipping, receiving and assembly of products will be reorganized in the facility.

Additional building space is critical to the long-term viability of the operation due to changes in fulfillment timelines, mitigating tariffs, and warehousing of more products on site. Amherst IDA assistance is necessary to make the project financially feasible which maintains the existing taxes collected on the building, existing jobs and new positions resulting from the company’s investment.

Frank LoTempio made a motion to approve the request for assistance for Novum Medical Projects of NY, Inc. William Tuyn seconded the motion. Votes to approve were made by Brock, Tuyn, Agostino, Drury, Borden, LoTempio and Gavigan. Motion to approve passed by a vote of 7-0.

### **II. CivicServe Contract**

Executive Director Mingoia requested Board approval to enter into a contract with CivicServe. CivicServe provides a purpose-built technology solution designed to centralize economic development operations, stakeholders, partners and activities in a single, easy-to-use system. From managing and tracking programs and projects to ensuring compliance and generating

reports, the technology based solution aligns the Amherst IDA's unique activities and can adapt to the agency's strategic goals.

After discussion, Frank LoTempio made a motion to approve the contract with CivicServe. William Tuyn seconded the motion. Votes of aye were made by Brock, Tuyn, Agostino, Borden, Drury, LoTempio and Gavigan. Motion to approve passed by a vote of 7-0.

**8:53 am** – Frank LoTempio made a motion to adjourn the meeting. William Tuyn seconded the motion to adjourned. Motion to adjourn passed unanimously by a vote of 6-0.