

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**

**Minutes of the 555<sup>th</sup> Meeting**

**Friday, March 21, 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 Frank LoTempio, III Nicole Gavigan David S. Mingoia, Executive Director Carly D. Brown, Hurwitz & Fine PC
ABSENT:	Hadar Borden
GUESTS :	AIDA Staff Jacqui Berger

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 Nicole Gavigan and unanimously carried, the minutes of the February 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 February 2025. Upon a motion by Frank LoTempio, seconded by Nicole Gavigan and unanimously carried, the Treasurer's Report for February 2025 was approved as presented.

**PUBLIC COMMENT**

There was no Public Comment at this meeting.

**EXECUTIVE DIRECTOR'S REPORT**

David Mingoia presented the Executive Director's Report.

## **COMMITTEE REPORTS**

### **I. Finance & Audit Committee -2024 AIDA Financial Statements**

Anthony Agostino informed the board that the Audit & Finance Committee had met with the Agency's auditor, Randall Shepard from The Bonadio Group earlier in February. The Committee voted to accept the 2024 audited financial statements and forward them on to the board of directors for approval.

Frank LoTempio made a motion to accept the 2024 Audited Financial Statements as presented. Anthony Agostino seconded the motion. Votes of aye were cast by Brock, Tuyn, Agostino, Drury, LoTempio and Gavigan. Motion to approve passed by a vote of 6-0.

### **II. Governance Committee – 2024 Authority Mission and Performance Measurement Report**

The Governance Committee met earlier to review the 2024 Report. The Committee recommended the approval of the 2024 Mission Statement and Measurement Report as presented. Frank LoTempio made a motion to approve the 2024 Mission Statement and Measurement Report. William Tuyn seconded the motion. Votes of aye were cast by Brock, Tuyn, Agostino, Drury, LoTempio and Gavigan. Motion to approve passed 6-0.

## **UNFINISHED BUSINESS**

There was no Unfinished Business presented at this meeting.

## **NEW BUSINESS**

There was no New Business presented at this meeting.

**9:00 am** – Frank LoTempio made a motion to adjourn the meeting. Nicole Gavigan seconded the motion to adjourned. Motion to adjourn passes unanimously by a vote of 6-0.