

**Town of Rotterdam**  
**IDA Board Meeting Minutes**  
**January 29, 2009**

Call to Order at 7:05 pm by Angelo Santabarbara, Chair. Roll Call by Paula Marshman with those present noted below:

Angelo Santabarbara, Chair  
William LaRoe  
Paula Marshman  
Rick Poltorak  
Robert St. John  
Joseph Sicillia  
Alex Stramenga  
Gerard Parisi, Counsel  
Marlo Carter, staff  
Lisa Gallo, staff

**Regular Meeting Agenda**

**Secretary Report** – Minutes of 12/30/08 distributed via e-mail. Motion to approve made by Alex Stramenga, seconded by Joe Sicilia; motion passes.

**Treasurer’s Report** – As distributed at the Board meeting. Motion to approve made by Joe Sicilia, second by Paula Marshman; motion passes

**Invoices** – Motion to approve four invoices as distributed. Motion to approve invoices as presented made by Joe, seconded by Bob; motion passes.

**Committees** – The Audit Committee met this evening. Mr. Ryan discussed submission of the annual report via the electronic reporting system by March 31 to New York State. Of note: the lead auditor needs to rotate every five (5) years. The Board’s use of Cusack is okay for this year (5<sup>th</sup> year).

Also, the Internal Controls and Investment Policy has been restated for 2009 (last adopted Oct. 2008). Motion to restate and approve the Internal Controls and Investment Policy was made by Paula, seconded by Joe; motion passes and policy is adopted.

Next meeting of the Audit Committee is scheduled for June 25 at 6:30pm.

The Governance Committee is scheduled to meet in March and the policy for the disposition of property will be reviewed at that time.

Mr. Ryan indicated that the Board is in great shape with compliance.

### **Special Reports**

Hamburg St./Exit 25 Land Use Study – Synthesis presented design representations of the old Grand Union site on Hamburg Street as a focal point of the area. Designs resulted from the community visioning meetings which were held. Some discussion on the *Main Street* design. Sue Lombardi indicated the possibility of available funds for mixed use development. Some discussion on extending design guideline recommendations for all of Hamburg St.

Planning Board – Marlo reported:

- Center Fields on Guilderland Ave will be a light fare restaurant.
- Frank DelGallo proposing to sell propane
- Campbell Rd. tenant site is seeking conceptual site plan approval for warehousing use.

Website – all is up-to-date.

Grants – Board discussed consultant agreement with Sue Lombardi for grant writing. Motion to approve \$750 for a retainer agreement with Ms. Lombardi made by Bob, seconded by Joe; motion passes.

Grant disbursement amounts were presented to the Board as follows:

- 2008: Kathleen's, and Carmen Hardware each for \$5,000.
- 2007: Rollerama and Hamburg St. Car Wash each for \$2500. This completes the 2007 disbursements.

Motion to approve the above disbursements made by Alex, second by Bill; motion passes.

### **New Business:**

Larry DiLallo of the Planning Board introduced the Whipples, owners of Randolph Florist. They indicated desire to expand their Rotterdam location. Discussion ensued of possible opportunities to assist them.

Rotterdam Ventures – January 5 e-mail from attorney is on hold.

Annual report – Joe presented Cusack proposal (not to exceed \$2500). Motion to approve Cusack proposal made by Bill, seconded by Joe; motion passes.

### **Adjournment:**

Motion to adjourn meeting at 8:05 pm made by Bob, seconded by Alex; motion to adjourn passes.

Minutes respectfully submitted by: Paula Marshman