

**Town of Rotterdam**  
**IDA Board Meeting Minutes**  
**May 26, 2009**

Call to Order at 7:15 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 - absent  
Alex Stramenga  
Gerard Parisi, Counsel  
Marlo Carter, staff  
Lisa Gallo, staff  
Pat Arogosa, staff

**Regular Meeting Agenda**

**Pledge of Allegiance**

(note that flag is needed in the IDA Room)

**Executive Session** – Motion to enter into Executive Session to discuss a personnel matter made by Alex Starmenga, seconded by Robert St. John. Motion passes. A motion to enter back into the regular meeting made by Alex Starmenga, and seconded by Bill LaRoe. Motion passes.

**Secretary's Report** – Minutes of 4/30/09 distributed via e-mail and at meeting. Motion to approve with changes (Corect spelling of Gilooley, and Restore NY decision not made) made by Alex Stramenga, seconded by Rick Poltorak; motion passes.

**Treasurer's Report** – As distributed by e-mail. Motion to approve made by Bill LaRoe, second by Paula Marshman; motion passes.

**Chief Financial Officer Report** – CFO Pat Arogosa presented information regarding a notice of claim to the Town with a possible lawsuit related to a personal injury. While the Town is not a primary in the noted case, it may be wise for the IDA to consider public official liability and general liability for its members. The Board agreed that Pat should obtain quotes to discuss further.

The Hartford bill for the IDA Worker's Compensation Policy was paid by Pat prior to this meeting.

Pat has additional information regarding the retirement issue: the IDA can offer benefits through the NYS Retirement System; and the Board has until 3.31/10 to move on this item.

**Chief Executive Officer** – to be discussed later in the minutes.

**Committees –**

Audit Committee – none

Governance Committee – Minutes distributed from last month’s Governance Committee meeting. Motion to approve minutes made by Paula Marshman, seconded by Bob St. John; minutes approved.

Motion to accept the Governance Committee Charter (note: with May 26, 2009 date inserted) as discussed at last month’s meeting made by Bob St. John, seconded by Paula Marshman.

The Governance Committee will discuss positives/negatives related to the *Recapture of Benefits Policy*, and report back to the Board with their recommendations.

**Special Reports**

Town Economic Promotion Video – Aurelia is working on this project.

IDA Coordinator – Marlo reported that Golub has had a scoping session with public.

Planning Board – nothing new to report.

Grant Research - Sue Lombardi discussed Main Street grants – Rotterdam does not meet the lower thresholds needs to qualify. She also presented information on the Upstate Regional Blueprint Fund with summary of funding tracks, types of funding, and funding focus. Corporate guarantees are required. Board will consider this opportunity

**Unfinished Business –**

Annual report – The report has been filed. A motion to accept the 2008 Annual Report was made by Bill LaRoe, seconded by Paula Marshman; motion passes.

Small Business Façade Grant Program –No vouchers received for 2008 grants.

Small Business Loan Program - Not discussed but keep on agenda

**New Business**

Insurance Bids - Pat will provide at an upcoming meeting.

2009 Small Business Façade Grant Program - As discussed at the April Board meeting, the 2009 Small Business Façade Grant Program will move forward with another grant

round. It was agreed that the amount would be \$5K per project. Criteria for grants will be provided and a draft application will be ready for the next meeting. The date for submission will be September 30 with an application workshop planned for applicants.

Motion to approve the 2009 grant round with a maximum of \$5K with a 2:1 match retroactive to April 1, 2009 and applications submitted by September 30, 2009. So moved by Bob, seconded by Bill; motion passes.

The Board authorized Marlo to put an ad in the Rotterdam Spotlight. Motion made by Bob, seconded by Rick; motion passes.

Criteria for the grant application needs to be reviewed and approved.

**Invoices** – As submitted, a motion to approve the 4 invoices made by Bob, seconded by Paula; motion passes.

**Announcements** – IDA ‘reform’ bill, financial disclosures of Board members and the PAA Checklist mentioned.

**Motion to hire Board CEO** – Motion to hire Scott Krikorian as Chief Executive Officer of the Town of Rotterdam IDA at \$10,000 per year effective June 1, 2009 to evaluate and enter into an employee agreement made by Bill LaRoe, seconded by Rick Poltorak; motion passes.

**Adjournment:**

Motion to adjourn meeting made by Bill, seconded by Rick; motion to adjourn passes.

Minutes respectfully submitted by: *Paula Marshman*