

Town of Rotterdam
IDA Board Meeting Minutes
May 27, 2008

Call to Order by Chair Santabarbara. Roll Call by Paula Marshman with those present noted below:

Angelo Santabarbara, Chair
Sharon Lair
William LaRoe
Paula Marshman
Robert St. John
Joseph Sicillia
Alex Stramenga
Gerald Parisi, Counsel
Marlo Carter, staff

Regular Meeting Agenda

Minutes of April 29, 2008 Meeting

Motion to approve minutes made by Alex Stramenga, and seconded by Joe Scillia.
Motion passes.

Treasurer's Report:

Monthly report submitted by Alex. Marlo indicated that she has contacted the Bank of America regarding the service charge in question with no success.

Motion to accept Treasurer's Report made by Paula, seconded by Bill, all in favor and motion passes.

Committee Reports

Audit Committee – Gerard is to meet with Terry Gilhooley about the audit. Gerard does not have the 2007 files.

Governance Committee – No report given.

Special Reports

IDA Website – Angelo has been informed that the IDA needs to find another web vendor. Marlo will contact *Rocket* who is the webmaster for the Town's website.

Planning Board – The only item of note is the Schenectady County Historical Society planned educational center at the Mabee Farm. No action for the IDA at this time.

Zoning Board – No business to report.

IDA Bank Accounts - see above in Treasurer's Report.

Unfinished Business:

Golub Corporation - Golub owes the second part of the 50 % fee. This fee will be collected at closing.

Small Business Grant Program – A handful of grantees have completed the work as described in their grant applications. The 2007 grantees have until December 31, 2008 to complete all project work.

Hamburg Street/ Exit 25 Land Use Transportation Study – Synthesis is to proceed with completion of this plan.

Town Ethics and Disclosure Form – It is requested that several members complete and file this form with the Town as soon as possible.

Public Authorities Training - Paula will call regarding fall training dates.

New Business:

2008 Small Business Grant Program - There was a discussion of the grant program for 2008, particularly with increasing the amount to \$10,000 or leave at \$5,000.

A motion to provide grants up to \$5,000 for up to \$10,000 per grant was made by Bob, seconded by Sharon. After discussion and a roll call vote, motion passed with all in favor.

An announcement of the availability of this grant program will be provided by the Gazette and Spotlight newspapers, and calls to the Rotterdam Business Association and the Hamburg Street Business Association. It was clarified that grant would cover work performed between April 1, 2008 and December 31, 2008.

The Carrolls representing the new business *Kathleen's* on Hamburg Street inquired about the availability of reimbursement for façade work performed recently and they were encouraged to apply for the 2008 program.

Alex raised the subject of a scholarship program for students at Mohonasen and Schalmont to encourage goodwill and students returning to start businesses in the Town. This will be discussed at a later date.

Correspondence

Invoices-

Motion to approve the invoice from *Parisi, Coan and Saccocio* for service rendered made by Joe, seconded by Bill. Motion passes.

Bank Statements-
Discussed under Treasurer's Report.

Bank of New York-
Address change is needed and Marlo will address.

Insurance certificates-
These have been filed in the IDA files.

2007 Tax Forms-
Motion for approval for preparation of tax forms made by Sharon, seconded by Joe. All in favor and motion passes.

Golub Corp.-
A letter was received from Christine Daniels, attorney representing the Golub Corporation's perishables warehouse being converted to a grocery warehouse. The steel racking was not included in the project description which was submitted. Cost remains the same. The IDA will transmit this information to Connie Cahill.

Rotterdam DPW (2910 West Campbell Rd)-
The Town is the lead agency for the Iovinella subdivision project. The IDA has no comment.

Grant reimbursement-
A question regarding reimbursement of the 2007 grants at \$2500 was made. The 2008 grant program will provide information clarifying the amount to be reimbursed. A motion was made by Sharon, seconded by Joe to reimburse \$2500 to Frank DiPalma for work completed. Motion passes.

SI Group-
Report has been submitted to the IDA.

Announcements

GE Wind Turbine Project-
An information meeting was held regarding a single turbine at the downtown facility.

Reunion Project-
This project, proposed for Crawford Road, is a larger project and this entity may want IDA funding in the future.

Discussion:

Audit/Governance Committee Requirements
The IDA is to get estimates for our internal audit as required.

Schonowe Fire Department-

They had inquired if the IDA could help with bonding for a new firehouse. IDA cannot assist a district but can assist not-for-profits.

Hamburg Street Merchants-

Angelo will attend next meeting on June 2 and announce grant opportunity.

Grant Opportunities-

Marlo will contact Sue Lombardi about the possibility of searching new grant opportunities by the IDA.

IDA Meeting Room-

Marlo has the key for access.

Town Newsletter-

The IDA needs to provide photos of façade improvements to demonstrate grant effectiveness to the public.

Adjournment:

Motion to adjourn made by Joe, seconded by Bill, all in favor and motion to adjourn passes.

Minutes respectfully submitted by: Paula Marshman