

**Town of Rotterdam  
IDA Board Meeting Minutes  
December 30, 2008**

Call to Order at 7:10 pm by Angelo Santabarbara, Chair. Roll Call by Paula Marshman with those present noted below:

Angelo Santabarbara, Chair  
Sharon Lair  
William LaRoe - absent  
Paula Marshman  
Robert St. John  
Joseph Sicillia - absent  
Alex Stramenga  
Gerard Parisi, Counsel  
Marlo Carter, staff  
Lisa Gallo, staff  
Patrick Aragosa, CFO

**Regular Meeting Agenda**

Executive session called by the Chair. Motion to enter into Executive session for the purpose of discussing staff reimbursement by Alex Stramenga; seconded by Paula Marshman. Motion passes.

A motion to exit Executive Session made by Sharon Lair, seconded by Robert St. John, Motion passes.

**Secretary Report –**

Motion to accept *October 28 Board Minutes* as distributed made by Alex Stramenga, seconded by Bob St. John; motion passes.

Regarding the *November 25 Board Minutes* it is noted in these minutes that Sharon Lair was late and not absent. Motion to approve the minutes as amended made by Bob St. John, seconded by Alex Stramenga; motion passes.

**Treasurer's Report –**

The CFO Pat Aragosa reported that previous bank accounts have been closed out and invested in higher yielding CDs. The Recovery Federal Tax has been recovered. Invoices as presented were discussed and motion to approve made by Alex Stramenga, seconded by Bob St. John, motion passes.

October 28 Treasurer's Report – Motion to accept made by Sharon Lair, seconded by Bob St. John, motion passes.

November 25 Treasurer's Report – Motion to accept made by Paula Marshman, seconded by Alex Stramenga, motion passes.

### **New Business**

Payroll Company Proposals: The following proposals were received by the Board:

- 1) Prime Pay \$88.85/quarter w/ year end services; totals \$510.40/year.
- 2) Paychex \$95/quarter plus extra
- 3) Captital District Payroll (CDP) \$90/quarter

After discussion, motion was made to retain CDP for IDA Quarterly payroll by Alex Stramenga, seconded by Paula Marshman; motion passes. Pat will verify that CDP is bonded.

Question raised concerning providing workers' compensation. Gerard Parisi indicated that this would have to be provided.

2008 Annual Report: Board has 90 days from the close of the fiscal year to prepare annual report. Any financial information pertaining to 2008 will need to be gathered. Sub-committee will meet in January

### **Committee Reports**

None at this meeting

The next committee meetings are as follows:

Audit Committee – January 29, 2009 at 6:30 pm

Governance Committee – March 26, 2009 at 6:30 pm

2008 Small Grants Update – Two projects: Keystone and Mannarino (RAO) will be added as alternates. Deadline is nearing for submitting 2007 vouchers for payment.

Planning Board – nothing to report

Grants – An individual contractor agreement has been made with Sue Lombardi prior to this proceeding. It is noted that Sue is working with Synthesis on following project.

Hamburg St./Exit 25 Land Use Study – nothing to report at this time.

Correspondence – all received is in order.

### **Adjournment:**

Motion to adjourn meeting at 8:25 pm made by Alex Stramenga, seconded by Sharon Lair; motion to adjourn passes.

Happy New Year!

Minutes respectfully submitted by: Paula Marshman