

**TOWN OF CLARENCE, ERIE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY**

MINUTES

August 16, 2012

Mr. Hartzell called the meeting to order at 8:00 a.m.

Roll call was taken and present were Elaine Wolfe, David Schuster, Clayt Ertel and Chairman Hartzell. Absent were Michael Buettner, Christopher Kempton, and Mary Powell. Matt Glynn from the Buffalo News was also present.

Minutes of July 19, 2012.

Mr. Hartzell asked if everyone reviewed the minutes of the July 19, 2012. There was a motion by Clayt Ertel with a second by David Schuster to approve the minutes of the July 19, 2012, meeting. There was nothing on the question.

Vote: Ayes: Wolfe, Schuster, Ertel, Hartzell. Noes: None
Absent: Buettner, Kempton, Powell. Recuse: None. Motion carried.

Treasurer's Report.

Chairman Hartzell presented the Treasurer's report through August 16, 2012 going over the Balance Sheet and the Profit and Loss Statement. An Agency Fee in the amount of \$15,000 was received from Niagara Produce and interest earned was \$1,302.70 resulting in a net income of \$2,809.88. To date, 22.47% of the budget has been expended. There was a motion by David Schuster with a second by Elaine Wolfe to accept the Treasurer's Report through August 16, 2012, as presented. There was nothing on the question.

Vote: Ayes: Wolfe, Schuster, Ertel, Hartzell. Noes: None
Absent: Buettner, Kempton, Powell. Recuse: None. Motion carried.

Correspondence.

There were three public hearing notices received from the ECIDA which were all for adaptive re-use projects. These projects were also a deviation for the ECIDA's UTEP and the ECIDA was asking for comments.

There was a notice from the ECIDA regarding an amendment to its UTEP for which they were also seeking comment.

The Amherst IDA sent a Notice of a Public Hearing regarding the 60 John Glenn Corp./Amherst Stainless Fabrication, LLC/General Oil Equipment Co., Inc. Project.

All of these were forwarded via e-mail to the members and appointees.

There was brief discussion regarding the ECIDA adopting an amendment to its UTEP. This has to do with hotel/motel projects. Mr. Neill said that this would only have to do with ECIDA policy. It would not have to do with the UTEP that all the IDAs have adopted. Mr. Leone added that all the IDA's are doing Adaptive Re-Use projects.

New Business:

CIDA Budget for 2013.

Mr. Hartzell went over the 2012 budget. He will work with Chris on this. The budget is with the financial packet. Accounting Services will stay the same. Advertising has not been used this year. Advertising will begin again next year. The Marketing/Promotion would be about right. Community Relations was for the Donation Policy line item that will be eliminated. Administrative costs will basically stay the same.

Relative to Advertising, Marketing and Promotion, Mr. Leone wanted to discuss having a business seminar here at the Town Hall. There have been two articles in the News regarding development in Clarence and the proposed moratorium. He thinks it would be an excellent time to have another seminar promoting Clarence and the CIDA. He would like to stress adaptive reuse projects. Some people may not know that there are benefits offered for such type of projects for buildings that may need to be renovated for businesses. The SBA, State of New York, Training Personnel, insurance and banks would be here. Mr. Ertel thought it would be a good idea to invite commercial realtors. Mr. Bengart agreed. Mr. Hartzell asked if UB has any seminars scheduled as we usually are a part of them. Mr. Leone thought it would be good to have it at the Town Hall as we have not had one here in awhile.

Mr. Neill asked about the progress with the sewers. Mr. Bengart said that we are still talking with Amherst and Mr. Hartzell added that discussions continue and that it will take some time. Hopefully this will be resolved in the near future.

Mr. Meckler also added that a couple of years ago the ECIDA did a marketing effort advertising on the radio and it was very effective. Mr. Leone said that the CIDA was part of that. Mr. Hartzell thought it was a great campaign and would like to do it again. The CIDA also ran print ads along with it. Mr. Meckler added that even if the CIDA did the radio ads on its own it would also be effective. Mr. Ertel said it is not very expensive. Mr. Neill thought it would be a good idea to do it jointly with the other IDAs.

The EDO salary is set at \$12,000. One candidate has asked if that may be increased. We may need to be a little flexible on that. There have been several applications submitted. Ms. Wolfe asked if there could be an incentive in the contract. It may difficult to do this. Mr. Meckler said that it may wise to stay away from incentives. You want the person to look at what is best for the town. Mr. Hartzell said we are looking for someone who is in it, not for the money, but for what is good for the Town and the community. That is why we decided on the \$12,000 figure.

The EDO ad ends at the end of August. We will start to schedule the interviews and let the Board know when they are scheduled. Whoever would like to attend can but we need to know in advance who will be attending because if there is a quorum, it must be advertised.

The next thing would be the Advertising Agency. The choice was narrowed down to two agencies. We can make the EDO a part of the decision process. Mr. Hartzell thinks that both of these positions should be in place by December 31, 2012 to hit the ground running in 2012.

The budget has to be filed by September 30, 2012. It must be approved at the September meeting.

Mr. Neill brought up that the application that is on the website has the wrong fee schedule in it. Ms. Rosel said that the new application is on the website and that has been corrected.

Mr. Hartzell had an article about the Town of Lockport talking about doing an Incubator Project. He thinks it would be a great idea for the CIDA. A building could be leased and be split, initially, into quarters sub-leasing to start up businesses. They could be subsidized by CIDA for a year. It could be done economically. There are several buildings available in the Town for adaptive re-use projects. The incubator projects would grow and could spin off to locate to one in these buildings. There was further discussion regarding incubators. Mr. Ertel thinks it is a good concept but has some reservations. He just thinks that we should do some research on this before we go forward. Mr. Hartzell said he agrees and he could go to UB with any members who would like to join him to discuss the UB program to see if this would be a good project for the CIDA and the Town.

Mr. Meckler said he thinks there is interest in this type of a facility and if he read correctly, Lockport had sixteen bids. There seems to be interest there so he thinks there may be interest here. Mr. Hartzell said we would investigate further. Mr. Neill said he thinks there is one by the airport and one in Wheatfield or Sanborn. Mr. Leone said he there was also one in Niagara Falls and the ECIDA had one on Abbott Road that always was at 100% occupancy for manufacturing type businesses. He thinks this is a good idea.

There was a friendly motion to adjourn the meeting by Chairman Hartzell at 9:40 a.m. Mr. Hartzell thanked everyone for volunteering and for all the time they spend on the CIDA.

Next Meeting is September 20, 2012.

Respectfully submitted,

Cynthia M. Rosel