

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**  
**Minutes of the Governance Committee Meeting**  
**January 11, 2017 – 8:00 am**  
**Agency Office, 4287 Main Street**

PRESENT:                   E. Marshall Wood, Jr.  
                                  Michael R. Szukala

                                  Edward Stachura  
                                  David Mingoia, Executive Director  
                                  Carl J. Calabrese, Coalition for Community Building

The meeting opened with a review of a Memorandum prepared by Hurwitz & Fine summarizing suggested changes to the Finance & Audit and Governance Committee Charters, and AIDA policies. Several questions and suggestions were made regarding suggested changes, which were to be referred to Hurwitz & Fine by Mr. Mingoia.

Mr. Calabrese was then invited to discuss the Coalition of Community Building and its work on behalf of the local IDAs in Erie County. The contract would be for one-year with a 30-day cancelation clause. Upon a motion by Mr. Wood, seconded by Mr. Szukala, the Governance Committee recommended that the AIDA enter into a one-year contract and that the matter be taken up at the AIDA Board of Directors meeting on January 20, 2017.

The Uniform Tax Exemption Crib Sheet, developed by AIDA Board Member Marconi, was reviewed and agreed to be used as a tool for evaluating applicants and the basis for future changes to the Countywide Uniform Tax Exemption Policy.

A brief discussion regarding the Versel Economic Study's recommendations and next steps, primarily efforts to revitalize aging office and industrial space not meeting current market demands. The AIDA is continuing to work with the Town and development community on concrete courses of action.

Initial discussions ensued on a policy for those projects seeking additional mortgage recording tax exemption after initial inducement. Possible allowances include exemption for those projects executing permanent financing, but further conversations are necessary to finalize the policy.

The committee agreed to invite the Assessor for the Town of Amherst to a future meeting to discuss possible assessment implications of setting an assessment on a project under AIDA PILOT.

The last matter briefly discussed by the committee was the annual performance review required by the ABO. It was decided that this matter would be taken up at the next meeting of the committee.

Upon a motion by Mr. Szukala, seconded by Mr. Wood, the committee adjourned at 10:25.