

**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**  
**Minutes of the 499<sup>th</sup> Meeting**  
**February 16, 2018– 8:30 am**  
**Agency Offices, 4287 Main Street**

PRESENT: Carlton N. Brock, Jr.  
Michele Marconi  
Steven Sanders  
E. Marshall Wood, Jr.  
Michael R. Szukala  
William W. Tuyn  
Hon. Timothy J. Drury  
David S. Mingoia, Executive Director  
Kevin J. Zanner, Hurwitz & Fine PC  
Jacqueline Berger, TOA Liaison

GUESTS: AIDA Staff  
Steven Watson, Buffalo News  
David Tytka, Uniland Development  
David Morales, WKBW-TV

Chairman Brock called the meeting to order and reminded everyone that the meeting was being audio recorded.

**MINUTES**

The minutes of the January 2018 meeting were approved as presented.

**BILLS & COMMUNICATIONS**

There were no Bills & Communications presented at this meeting

**TREASURER'S REPORT**

The Treasurer Report January 2018 was approved as presented.

**PUBLIC COMMENT**

There was no Public Comment at this meeting.

**EXECUTIVE DIRECTOR REPORT**

Executive Director David Mingoia made a presentation to the board as his report. The presentation included information on the newly released CBRE 2017 Market Review report. He also updated the board on the Niagara Falls Boulevard Project Plan. Notes attached to these minutes.

**COMMITTEE REPORTS**

The Governance Committee presented to two policies for board approval. The first policy was the Statement of Board Member Skills, Qualities and Experiences.

Michael Szukala made a motion to approve the Statement of Board Member Skills, Qualities and Experiences. Marshall Wood seconded the motion. There was a brief discussion.

Chairman Brock called for the vote. On the motion to approve the Statement of Board Members Skills, Qualities and Experiences policy, votes of aye were made by Brock, Marconi, Sanders, Wood, Szukala, Tuyn and Drury. Motion to approve passed 7-0.

The seconded policy presented to the board for approval was the AIDA Sublease Consent Policy and Resolution.

Michele Marconi made a motion to approve the AIDA Sublease Consent Policy and Resolution. Steven Sanders seconded the motion. There was a brief discussion.

Chairman Brock called for the vote. On the motion to approve the AIDA Sublease Consent Policy and Resolution, votes of aye were made by Brock, Marconi, Sanders, Wood, Szukala, Tuyn and Drury. Motion passed 7-0.

#### **UNFINISHED BUSINESS**

There was no Unfinished Business presented at this meeting.

#### **NEW BUSINESS**

There was no New Business presented at this meeting.

9:20 am – Meeting adjourned.