

TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY
Minutes of the 503rd Meeting
September 21, 2018, 2018 – 8:30 am
James J. Allen Boardroom
Agency Offices, 4287 Main Street

PRESENT: Steven Sanders
E. Marshall Wood, Jr.
Michael R. Szukala
William M. Tuyn
Hon. Timothy J. Drury
Philip Meyer
Jacqualine Berger, Town Board Liaison
David S. Mingoia, Executive Director
Kevin J. Zanner, Hurwitz & Fine PC

ABSENT: Carlton N. Brock, Jr.

GUESTS: AIDA Staff
Thomas Kucharski, Invest Buffalo Niagara

Treasurer Steven Sanders called the meeting to order and reminded everyone that the meeting was being audio recorded.

Mr. Sanders welcomed new board member Philip Meyer. The board introduced themselves to Mr. Meyer and welcomed him.

MINUTES

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

BILLS & COMMUNICATIONS

There were no Bills & Communications presented at this meeting.

TREASURER'S REPORT

The Treasurer's Report for July and August 2018 were approved as presented.

PUBLIC COMMENT

There was no Public Comment at this meeting.

EXECUTIVE DIRECTOR'S REPORT

The report of the Executive Director is attached to these minutes.

COMMITTEE REPORTS

The Nominating Committee presented the following slate of officers for the remainder of 2018:

Chairman – Carlton N. Brock, Jr.
Vice Chairman – Steven Sanders
Treasurer – Michael R. Szukala
Secretary – E. Marshall Wood, Jr.

Michael Szukala made a motion to approve the 2018 Slate of Officers as presented. Marshall Wood seconded the motion. Vote of aye to approve the 2018 Slate of Officers as presented were cast by Sanders, Szukala, Tuyn, Drury and Meyer. Motion passed 6-0.

After a brief discussion, the Nominating Committee presented the following slate for Committee Assignments:

Audit and Finance Committee:

Michael Szukala
Timothy Drury
Philip Meyer

Governance Committee

Carlton Brock
Marshall Wood
William Tuyn

Marshall Wood made a motion to approve the slate for the Committee Assignments for the remainder of 2018. Steven Sanders seconded the motion. Votes of aye to approve the Committee Assignments for the remainder of 2018 were cast by Sanders, Szukala, Wood, Tuyn, Drury and Meyer. Motion passed – 6-0

GOVERNANCE COMMITTEE

The Governance Committee met in August and reviewed protocol for the Agency's project approval process. During the several month analysis of the Northtown Hotel Project, it became apparent that improvements could be made to project review. The Committee recommended more clear guidelines for the board to consider.

After discussion, Marshall Wood made a motion to approve the recommended guidelines for the Agency's project approval process, as presented by the Governance Committee. Michael Szukala seconded the motion. Votes of aye to approve the Guidelines for Public Hearings and Presentations were cast by Sanders, Wood, Szukala, Tuyn, Drury and Meyer. Motion passed 6-0.

UNFINISHED BUSINESS

There was no Unfinished Business presented at this meeting.

NEW BUSINESS

I. Invest Buffalo Niagara – Thomas Kucharski, President of Invest Buffalo Niagara made a presentation to the board citing accomplishments and their updated mission.

II. KeyBank Business/Public Entity Depository Certificate (designated signers)

There was a brief discussion about the Certificate. Marshall Wood made a motion to approve the execution of the Certificate with the designated signers being Chairman Carlton Brock, Vice Chairman Steven Sanders, Treasurer Michael Szukala and Executive Director David Mingoa. Michael

Szukala seconded the motion. Vote of aye to approve the KeyBank Business/Public Entity Depository Certificate were made by Sanders, Wood, Szukala, Tuyn, Drury and Meyer. Motion to approve passed 6-0.

III. Assignment and Assumption of Sublease – 3500 Sheridan LLC

Company requested Agency consent to the assignment and transfer of Northtown's Dental Care PLLC obligations under the Sublease to One Buffalo Dental Real Estate, LLC.

Michael Szukala made motion to approve the assignment and assumption of Sublease relating to the 3500 Sheridan LLC project. Marshall Wood seconded the motion. Votes of aye to approve the assignment and assumption of sublease were cast by Sanders, Wood, Szukala, Tuyn, Drury and Meyer. Motion passed 6-0.

9:42 am – meeting adjourned.