

Frank S. Venezia
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Sam Messina
Vice Chairman

Robert B. Ward
Secretary

Joanne Cunningham
Assistant Secretary

Pamela Clark Robbins
Treasurer

Joseph P. Richardson
Member

Brian T. Stenson
Member

TOWN OF BETHLEHEM

Albany County - New York

INDUSTRIAL DEVELOPMENT AGENCY

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*Assistant Executive Director,
Assistant Secretary and
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MINUTES OF THE IDA MEETING

May 15, 2007

A meeting of the Town of Bethlehem Industrial Development Agency was convened in public session in the Bethlehem Town Hall, 445 Delaware Avenue, Delmar, New York at 8:00 a.m., on Tuesday, May 15, 2007.

Attendance was recorded as follows:

<u>Board Members Present</u>	<u>Board Members Absent</u>	<u>Counsel Present</u>	<u>Town Staff Present</u>	<u>Others Present</u>
Frank Venezia Sam Messina Robert Ward Joanne Cunningham Pamela Clark Robbins Joseph Richardson Brian Stenson		Thomas Connolly	George Leveille Judith Kehoe Deborah Kitchen Terrence Ritz John Cunningham	Marie Cappone

Chairman Venezia called the meeting to order.

APPROVAL OF MINUTES

No action was taken on the April 18, 2007 minutes. The Board will act on the minutes at the June 19th meeting.

FINANCIAL REPORT

Annual Audited Financial Report

Ms. Kehoe distributed copies of the 2006 Audited Financial Report to each Board member and noted that she also distributed copies to the appropriate agencies. Ms. Kitchen will arrange for the report to be posted on the Agency's website.

Monthly Financial Statement

Ms. Kehoe presented the monthly Financial Statement, dated May 14, 2007.

A motion was made by Mr. Messina, seconded by Mr. Richardson and carried by all members present to accept the monthly Financial Statement as presented.

PUBLIC AUTHORITIES ACCOUNTABILITY ACT (PAAA)

PAAA Annual Report - 2007

Mr. Connolly presented the 2007 Annual Report required by PAAA. Although the members had discussed combining the Autumn 2006 Report and the 2007 Annual Report, Mr. Connolly said that the two reports had differing objectives in that the Annual Report was a disclosure document and the Autumn 2006 Report was a public relations document to introduce the public to Economic Development in Bethlehem. Mr. Connolly recommended that the 2007 Annual Report be filed with the Authority Budget Office and that the Autumn 2006 Report be updated.

A motion was made by Ms. Cunningham, seconded by Ms. Robbins and carried by all members present to submit the report to the Authority Budget Office in the format Mr. Connolly suggested.

PAAA Training

Due to the fact that Mr. Stenson is a new Board member, he will have until February 28, 2008 to complete the PAAA training. All other Board members have met the training requirement.

OLD BUSINESS

Project Updates

Vista Technology Campus

The Town Board accepted the Final Environmental Impact Statement (FEIS). The Planning Board is considering the application for rezoning of this site to Mixed Economic Development. It is hoped that the Town Board will be in a position to receive the Planning Board's recommendation at the May 23rd Town Board meeting and set a public hearing for June 13, 2007 to solicit public comment on the project. The developers will be responsible for mitigating the intersection improvements and infrastructure requirements.

Barrett Distribution - 158 West Yard Road

Barrett Distribution has closed. The company intends to downsize the project from \$500,000 to \$250,000 due to the fact that it will be using less warehouse space than originally planned.

Burton Snowboards – World Logistics Group - 158 West Yard Road

World Logistics Group (Burton Snowboards) is an assembly operation that prepares products for distribution and retail. The company is trying to obtain Empire Zone Certification from the NYS Economic Development Corporation. The Town as well as the Agency sent a letter of support to the NYS Economic Development Corporation on behalf of World Logistics Group.

Selkirk Ventures – Rail Assistance

Mr. Connolly reported that the design work for this project is underway. Selkirk Ventures has deposited funds that will be used to cover fees associated with design and review of the project. Approximately 2,500 feet of track will be added. Terrence Ritz will work closely with the Town Designated Engineer, Barton & Loguidice, to ensure that there are no outstanding wetland issues. Mr. Ritz reported that the engineering firm will not be able to gain access to the site until CSX signs a Right of Entry Agreement.

Route 9W Corridor Study

The 9W Advisory Committee is considering recommendations for the corridor. There was a strong consensus for a middle alignment between Creble Road and Clapper Road. The next step will be to plot the alternatives on a map and then present the map to the Advisory Committee and ultimately to the public with the hope that the concept will be accepted. Intersection improvements are also being considered.

Local Waterfront Revitalization Program – Waterfront Advisory Committee (LWRP-WAC)

The Committee took a tour of the Riverfront Area. It is anticipated that the LWRP-WAC recommendations will be wrapping up in late summer, early fall.

Delaware Avenue Corridor

The Delaware Avenue Corridor will be the next area of focus.

Marketing Committee

The committee is scheduled to meet on May 31, 2007 at 4:30 p.m. The committee hopes to have a marketing piece that can be circulated by the end of summer.

NEW BUSINESS

Upcoming Events

Flags and Flowers

The Flags and Flowers Committee will meet on Thursday, May 24, 2007, 10:00 a.m., at First Niagara Bank, 197 Delaware Avenue, Delmar. Mr. Connolly noted that the Delaware Avenue Corridor Study will play a key role in the future success of the Flags & Flowers project.

Local Waterfront Revitalization Program – Waterfront Advisory Committee Meeting (LWRP WAC)

The next LWRP-WAC committee meeting will be held at Town Hall on Tuesday, June 6, 2007, at 5:00 p.m.

The Agency will need to make a decision regarding the Williams property at the June meeting.

Citizen's Advisory Committee on Conservation (CACC)

The next Citizen's Advisory Committee on Conservation meeting will be held at Town Hall on Monday, June 11, 2007 at 7:30 p.m.

DATE OF NEXT IDA MEETING

The next IDA meeting will be held at Town Hall on Tuesday, June 19, 2007, at 8:00 a.m., in Room 101.

MOTION TO ADJOURN

A motion to adjourn was made by Ms. Cunningham, seconded by Mr. Messina and unanimously approved by all members present.

Respectfully submitted: Deborah M. Kitchen