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*Assistant Secretary*

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*Member*

**Brian T. Stenson**  
*Member*

**TOWN OF BETHLEHEM**  
*Albany County - New York*  
**INDUSTRIAL DEVELOPMENT AGENCY**

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Chief Executive Officer*

**Judith E. Kehoe**  
*Chief Financial Officer*

**Thomas P. Connolly Esq.**  
*Assistant Executive Director,  
Assistant Secretary and  
Agency Counsel*

**MINUTES - REGULAR MEETING**  
**June 17, 2008**

A regular meeting of the Town of Bethlehem Industrial Development Agency was convened in public session in the Bethlehem Town Hall, 445 Delaware Ave., Delmar, New York at 8:00 a.m., on Tuesday, June 17, 2008.

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 Robert Ward Joanne Cunningham Pamela Clark Robbins Joseph Richardson Brian Stenson	Sam Messina	Thomas Connolly A. Joseph Scott	John Cunningham George Leveille Deborah Kitchen Terrence Ritz	William Herbert Daniel Hershberg Steve Reilly Timothy Picciocca

Chairman Venezia called the meeting to order.

**APPROVAL OF MINUTES**

A motion was made by Ms. Cunningham, seconded by Mr. Ward and carried by all Members present to approve the minutes of the Regular Meeting held April 22, 2008, as amended.

**OLD BUSINESS**

**Project Updates**

**Vista Development Group LLC**

Vista will be looking to utilize the Agency to construct public improvements related to Phase IA of the project.

**158 West Yard Road, Selkirk - Selkirk Ventures / World Logistics Group - Rail Assistance**

The tenant, World Logistics Group (WLG) is seeking NYS Empire Zone Approval from the Empire State Development Corporation. WLG has submitted an application and is awaiting approval.

**Hamilton Lane, Glenmont - 35 Hamilton of Glenmont, LLC**

The company has submitted an application to the Agency for financial benefits including sales tax, mortgage reporting tax and a PILOT agreement in accordance with the standard uniform tax exemption policy. The company plans to construct a tenant occupied, 20,000 sq. ft. flex-building on 1.3-acres located on Hamilton Lane in Glenmont. The cost of the project is estimated at \$1.2 million. It is anticipated that 10-12 jobs will be created. A public hearing was held on April 30, 2008. The project is subject to SEQR review by the Planning Board.

## **Major Planning Initiatives Report**

### **Agriculture & Farmland Protection Plan**

The Town received a \$25,000 grant from New York State Department of Agriculture and Markets to assist with development of an Agriculture & Farmland Protection Plan. The plan will focus more on the business of farming than the open space attributes of farming. The Town Board appointed a Study Advisory Committee on May 28, 2008 to provide general advice and guidance for developing ways to improve opportunities for agricultural businesses in this community as well as raise public awareness of the value of agriculture, farmers and farmland. The committee is comprised of ten members, seven of which are actively farming on lands located in the Town of Bethlehem. Mr. Leveille will serve on the committee to assist with business aspects of the plan. The first committee meeting is scheduled for June 23, 2008.

### **Citizen's Advisory Committee on Conservation CACC**

CACC hosted a public meeting on Wednesday, May 15, 2008 at 7:00 p.m., to raise awareness about the Town's plans to develop an Open Space Protection Plan and an Agriculture and Farmland Protection Plan. The meeting was modestly attended. It is envisioned that development of an Open Space Plan will help to build consensus about the Town's priorities with regard to connectivity, greening of neighborhoods, trails, resources, etc.

### **Delaware Avenue Hamlet Enhancement Study**

The Town has partnered with the Capital District Transportation Committee (CDTC) to conduct a Delaware Avenue Hamlet Enhancement Study. The study area runs between Elsmere Avenue and Adams Place. The Town Board appointed a Study Advisory Committee on June 11, 2008 to provide advice and guidance with regard to topics such as the potential rail trail, intersection improvements, traffic flow, pedestrian improvements and connectivity. The study is expected to begin in the summer of 2008.

### **Local Waterfront Revitalization Program (LWRP)**

The draft LWRP was approved by the Town Board and submitted to the NYS Department of State (NYS DOS) for comments. The consultant is addressing the post-it comments provided by NYSDOS and expects to complete the final draft in June. Once completed, the LWRP will need to be adopted by the Town Board.

### **NYS DOT – Transportation Enhancement Program (TEP)**

The Town submitted several TEP applications to the NYS Department of Transportation:

Safe Routes to School Program – for construction of a sidewalk along Orchard Street, Slingerlands  
Cherry Avenue to Crestwood Lane

Intersection Improvements – Route 9W & Feura Bush Road, Glenmont

Intersection Upgrade – Meads Lane & Van Dyke Road, Delmar

Pedestrian Improvements - New Scotland Road, Slingerlands

The Town will submit a Transportation Enhancement Program grant application to the NYS Department of Transportation on June 27, 2008 to seek funding for the construction of pedestrian improvements identified in the Slingerlands Integrated Pedestrian Network Plan. If the Town is successful in obtaining the \$1.9 million dollar grant, the funds will be used to construct a sidewalk along the northwest side of New Scotland Road between the Post Office and Maher Road. The Town will work on concepts to raise matching funds through an IDA PILOT agreement with various large landowners or create a special improvement district with a relatively nominal ad valorem tax on commercial properties in the area.

### **Open Space Protection Plan**

Town staff will develop an Open Space Protection Plan with assistance from the Citizen's Advisory Committee on Conservation (CACC) and consultant services from Behan Planning & American Farmland Trust. The development of an Open Space Protection Plan was a Tier II recommendation of the Town's Comprehensive Plan, adopted by the Town Board in August 2005.

### **Route 9W Study**

One of the biggest issues to be addressed as a result of the Route 9W study is the proposed Creble Road extension - from Route 9W to the NYS Thruway - and the impact it will have on property owners in the area. The Town has committed itself to addressing the concerns of the property owners once the study has been completed. Mr. Leveille reported that many of the individuals who would benefit from the proposed Creble Road extension were not present at the public meeting to voice their support. The Town Board will need to make some difficult decisions about how to accommodate future growth and improved access to the Heavy Industrial zoned areas of Town. The Town will also need to seek additional funding sources to implement the recommendations of the Route 9W Study. It is anticipated that the study will be completed in the summer of 2008.

### **NEW BUSINESS**

#### **Vista Development Group LLC (VDG) – LeGrange Road, Slingerlands**

Mr. Herbert noted that Vista Development Group LLC is actively working with CB Richard Ellis, among other brokers, to market the site. VDG is currently pursuing two data center facilities, a bio-med / cancer research facility, and several general office / computer type businesses. VDG is also revamping its website and creating a new brochures that will be distributed at the upcoming SEMICON West show that will be held in San Francisco in July. The show attracts leading trade and business media to see the latest innovations and capture the news shaping the future of the micro- and nano- electronics industry.

Mr. Hershberg presented several maps of the proposed master plan to show the proposed layout of the site, a roadway leading in and out of the site, the location of a proposed two-story building to be constructed on the site, as well as the names of property owners, Town boundary line, location of existing residences and cemetery and the proposed walking trail. 18% of the site is reserved for secondary uses. Retail interests remain high. The retail portion of the project and location of the condominiums have been established. VDG intends to develop the secondary uses in tandem with the primary uses.

Dr. Jones currently retains ownership of two of the four parcels, which are included in the master plan boundary. The master plan shows that at some point in the future, Dr. Jones' home may be adapted into a conference center/hotel similar to the "Glen Sanders Mansion". Mr. Herbert stated that several businesses would need to be "on-line" in order for this idea to be viable. Installation of a roadway, infrastructure and landscaping will increase the site's marketability. The infrastructure has been designed to take the full build out. VDG is seeking a standard PILOT agreement and exemption from sales tax and mortgage recording tax. VDG will construct the roadway as well as the 2-story, 40,000 sq. ft. office building. VDG also plans to seek Empire Zone benefits for future tenants whenever possible.

Mr. Scott stated that the Agency must have an interest in the property because that is how the PILOT, sales tax and mortgage recording tax exemption works. Agency Counsel will be working out the details with regard to the portion of lands within the master plan area that will be included in the agreement. The project is large but the overall structure of the transaction will be similar to the typical IDA straight lease structure that has been done for other projects. The project will be a straight lease transaction. Mr. Ward suggested that VDG be conservative in estimating the number of jobs.

Mr. Scott stated that the goal is to get the wheels turning in terms of holding a public hearing to describe the project in very general terms and inform the public that certain benefits will be extended. Each portion of the project will undergo SEQR review and a public hearing. The Agency will also need to coordinate with the Town of New Scotland if VDG intends to extend the project beyond the Town boundary.

Following a review of the Public Hearing resolution, a motion was made by Mr. Ward, seconded by Mr. Stenson and carried by all Members present to approve the Resolution and schedule the date of the Public Hearing.

**Security Supply / Selkirk Warehouses**

Security Supply requested an application and plans to file it and be considered for a hearing resolution in July. The project will be a straight lease transaction.

**NEXT MEETING**

The next Agency meeting will be held at Town Hall on Tuesday, July 15, 2008, at 8:00 a.m., in Room 101. Ms. Robbins indicated that she will not be present for the July 15<sup>th</sup> meeting.

**MOTION TO ADJOURN**

A motion to adjourn was made by Ms. Robbins, seconded by Mr. Richardson and unanimously approved by all Members present.

*Respectfully submitted: Deborah M. Kitchen*