

**RESOLUTION 2009--02-06**

**APPROVING CERTAIN APPOINTMENTS AND ADMINISTRATIVE MATTERS OF THE AGENCY**

The Town of Bethlehem Industrial Development Agency (the "Agency") was convened in public session in the Town Hall located at 445 Delaware Avenue, Delmar, New York on Friday, February 6, 2009, at 8:00 o'clock a.m., local time.

The meeting was called to order by the Chairman and 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 Joseph Richardson Brian Stenson	Sam Messina	Thomas Connolly A. Joseph Scott	Terrence Ritz Suzanne Traylor Deborah Kitchen John Cunningham	

The following resolution was offered by Mr. Ward, seconded by Mr. Stenson, to wit:

***Resolution 2009--02-06 Approving Certain Appointments and Administrative Matters of the Agency***

WHEREAS, Town of Bethlehem Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of Laws of 1969 of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 582 of the 1973 Laws of New York, as amended constituting Section 909-b of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial, research, recreation and civic facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, under Section 858 of the Act, the Agency has the power to make certain appointments and approve certain administrative matters; and

WHEREAS, under Section 856 of the Act, the members of the Agency shall elect the officers of the Agency; and

WHEREAS, under the Agency's Policy Manual, the Agency shall review certain policies of the Agency on an annual basis;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE TOWN OF BETHLEHEM INDUSTRIAL DEVELOPMENT AGENCY, AS FOLLOWS:

Section 1. The Agency hereby takes the following actions:

(A) Approve the appointments, the officers and the administrative matters described in Schedule A attached hereto.

(B) The Agency hereby approves and confirms the Policy Manual of the Agency set forth at [www.bethlehemida.com/policies](http://www.bethlehemida.com/policies).

Section 2. The Agency hereby authorizes the Chairman and the Executive Director and Chief Executive Officer to take all steps necessary to implement the matters described in Schedule A attached.

Section 3. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on roll call, which resulted as follows:

Frank S. Venezia	VOTING	<u>Yes</u>
Robert B. Ward	VOTING	<u>Yes</u>
Joseph P. Richardson	VOTING	<u>Yes</u>
Brian T. Stenson	VOTING	<u>Yes</u>

The resolution was thereupon declared duly adopted.

## **SCHEDULE A**

### **Officers of the Agency**

Chairman	Frank S. Venezia
Vice Chairman	Sam Messina
Secretary	Robert B. Ward
Assistant Secretary	Joseph P. Richardson
Assistant Secretary	Thomas P. Connolly
Treasurer	Brian T. Stenson

### **Committees Members**

Audit Committee	Frank S. Venezia and Brian T. Stenson
Governance Committee	Robert B. Ward and Joseph P. Richardson

### **Confirmation of Regular Agency Meeting Schedule**

Regular meetings will be held on the first Wednesday of each month at 8:00 a.m. at the Town of Bethlehem - Town Hall, 445 Delaware Avenue, Delmar, New York 12054

### **Appointment of Staff of the Agency**

Executive Director & Chief Executive Officer	Terrence W. Ritz
Chief Financial Officer	Suzanne E. Traylor
Assistant Executive Director	Thomas P. Connolly
Assistant to the Executive Director & Clerk	Deborah M. Kitchen
Contracting Officer	Suzanne E. Traylor

### **Appointment of Accounting Firm of the Agency**

Teal Becker & Chiaramonte CPA's PC  
Certified Public Accountants  
7 Washington Square  
Albany, New York 12205

### **Appointment of Agency Counsel to the Agency**

Thomas P. Connolly

### **Appointment of Bond Counsel to the Agency**

Hodgson Russ LLP  
677 Broadway, Suite 301  
Albany, New York 12207

### **Appointment of Bank of the Agency for Checking Account**

Key Bank N.A.