

Victoria Storrs
Chair
Vacant
Vice Chair/ Assistant Secretary

Tim Maniccia
Secretary

Richard Kotlow
Treasurer

David Kidera
Member

Jared Finke
Member

Christopher Bub
Member

TOWN OF BETHLEHEM
Albany County - New York
INDUSTRIAL DEVELOPMENT AGENCY

445 DELAWARE AVENUE
DELMAR, NEW YORK 12054
Telephone: (518) 439-4955
Email: info@bethlehemida.com
www.bethlehemida.com

Annual Meeting Agenda
Friday, February 25, 2022
8:00 AM
Zoom

Catherine M. Hedgeman, Esq.
*Executive Director,
Assistant Secretary and
Agency Counsel*
518-439-4955

Allen F. Maikels
*Chief Financial Officer and
Contracting Officer*
518-487-4679

John Taylor
Senior Economic Developer
Ext. 1189

Robin Nagengast
Assistant Director
Ext. 1164

- I. **Call to Order/Roll Call/Quorum Determination**
- II. **New Business**
 1. Resolution Approving Appointments and Administrative Matters
- III. **Adjournment**
 - Adjourn

A regular meeting of the Town of Bethlehem Industrial Development Agency (the "Agency") was convened remotely on February 25, 2022, at 8:00 o'clock a.m., local time.

The meeting was called to order by the Chair and, upon roll being called, the following members of the Agency were:

PRESENT: Victoria Storrs
 Tim Maniccia
 David Kidera
 Richard Kotlow
 Jared Finke
 Christopher Bub

ABSENT:

THE FOLLOWING PERSONS WERE ALSO PRESENT:

Allen F. Maikels
 Robin Nagengast
 John Taylor
 A. Joseph Scott
 David VanLuven

The following resolution was offered by _____, seconded by _____, to wit:

RESOLUTION APPROVING CERTAIN APPOINTMENTS AND
 ADMINISTRATIVE MATTERS OF THE AGENCY 2022-2023

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) The Agency approves the appointments, the officers and the administrative matters described in Schedule A attached hereto.

(B) The Agency approves and confirms the Policy Manual of the Agency set forth at 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:

Victoria Storrs	VOTING
Tim Maniccia	VOTING
David Kidera	VOTING
Richard Kotlow	VOTING
Jared Finke	VOTING
Christopher Bub	VOTING

The resolution was thereupon declared duly adopted.

SCHEDULE A

Officers of the Agency

Chair	Victoria Storrs
Vice Chair	Vacant
Secretary	Tim Maniccia
Treasurer	Richard Kotlow
Assistant Secretary	Catherine M. Hedgeman

Committees

Audit Committee: David Kidera, Chair, Jared Finke, and Christopher Bub

Governance Committee: David Kidera, Chair, Richard Kotlow, and Christopher Bub

Finance Committee: Victoria Storrs, Chair, Tim Maniccia, and Richard Kotlow

Confirmation of Regular Agency Meeting Schedule

In the months of January, February, March, April, May, September and October regular meetings will take place on the fourth Friday of each month; in the months of June, July and August regular meetings will take place on the fourth Wednesday of each month; in the months of November and December regular meetings will take place on the third Friday of each month; Meetings will take place at 8:00 a.m. at Town Hall, 445 Delaware Avenue, Delmar, New York 12054

Appointment of Chief Executive Officer and Staff to the Agency

Executive Director & Chief Executive Officer	Catherine Hedgeman
Chief Financial Officer	Allen F. Maikels
Senior Economic Developer	John Taylor
Assistant Executive Director	Robin Nagengast
Contracting Officer	Allen F. Maikels

Appointment of Accounting Firm of the Agency

Cusack & Company Certified Public Accountants LLC
7 Airport Park Boulevard
Latham, New York 12110

Appointment of Agency Counsel and Bond Counsel to the Agency

Agency Counsel Catherine Hedgeman

Bond Counsel Hodgson Russ LLP
677 Broadway, Suite 301

Albany, New York 12207

Appointment of Bank for Agency Bank Accounts:

M & T Bank
Trustco Bank

Attachment: Resolution 2009--02-06 Approving Certain Appointments & Administrative Matters of the Agency (9539 : Resolution Approving)