

Frank S. Venezia
Chair
Victoria Storrs
Vice Chair
Tim McCann
Secretary
Richard Kotlow
Assistant Secretary
Tim Maniccia
Member
David Kidera
Member
Vacant
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

Regular Meeting Minutes
Friday, February 28, 2020
8:01 AM
Town Hall Auditorium

Thomas P. Connolly
*Executive Director,
 Assistant Secretary and
 Agency Counsel*
 518-573-2200
Allen F. Maikels
*Treasurer, Chief Financial Officer
 and Contracting Officer*
 518-487-4679
Elizabeth Staubach
*Economic Development
 Coordinator*
 Ext. 1189
Robin Nagengast
*Assistant to the Executive Director
 and Clerk*
 Ext. 1164

I. Call to Order/Roll Call/Quorum Determination

A Regular Meeting of the Bethlehem Industrial Development Agency of the Town of Bethlehem was held on the above date at the Town Hall Auditorium, 445 Delaware Avenue, Delmar, NY. The Meeting was called to order at 8:03 AM with the presence of a quorum noted.

Attendee Name	Title	Status	Arrived
Frank S. Venezia	Board Member/Chairman	Present	
Joseph P. Richardson	Board Member/Vice Chairman	Present	
Richard Kotlow	Board Member	Present	
Tim McCann	Board Member/Secretary	Present	
Victoria Storrs	Board Member/Assistant Secretary	Present	
Tim Maniccia	Board Member	Present	
David Kidera	Board Member	Present	
Thomas P. Connolly	Executive Director/Agency Counsel	Present	
Joe Scott	Bond Counsel	Absent	
Allen F. Maikels	CFO and Contracting Officer	Present	
Robin Nagengast	Assistant to the Executive Director	Present	
Elizabeth Staubach	Senior Planner/ED Coordinator	Present	
David VanLuven	Town Supervisor	Present	

II. Minutes Approval

1. Friday, January 24, 2020

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Tim McCann, Board Member/Secretary
SECONDER: Richard Kotlow, Board Member
AYES: Venezia, Richardson, Kotlow, McCann, Storrs, Maniccia, Kidera

III. Communications

IV. Reports of Committees

- **REPORT OF AUDIT COMMITTEE**

Chairman Venezia provided a report on the January 24 Audit Committee. The Committee meets again March 13 at 8am to hear the results of the 2019 audit.

V. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

Burt Crane's site plan review is on the March 3 Planning Board agenda.

- **REPORT OF ED COORDINATOR (STAUBACH)**

Baker Communications participated in the Glenmont Roundabout Business Meeting for input to shape communications strategy during construction. Monitoring of the 2016 ME Grant is complete with no issues or findings. The February 25 Town Board approved two new grants.

VI. New Business

- **FINANCIAL STATEMENTS 1/31/2020 (MAIKELS)**

Mr. Maikels reported the financials as of January 31, ahead of budget year to date.

- **REVISE UNIFORM TAX EXEMPTION POLICY/ADD RENEWABLE ENERGY AS CRITERION/RESOLUTION (CONNOLLY)**

According to NYS legislation effective October 23, 2019, IDAs are required to include the extent to which the project will utilize, to the fullest extent practicable and feasible, resource conservation, energy efficiency, green technologies, and alternative and renewable energy measures as a guideline in the consideration of the granting of financial assistance under the Uniform Tax Exemption Policy.

Upon motion by Mr. McCann, seconded by Mr. Maniccia, with all members in favor, the Agency approved revising the Uniform Tax Exemption Policy to include the following criteria: the extent to which the project will utilize, to the fullest extent practicable and feasible, resource conservation, energy efficiency, green technologies, and alternative and renewable energy measures

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tim McCann, Board Member/Secretary
SECONDER:	Tim Maniccia, Board Member
AYES:	Venezia, Richardson, Kotlow, McCann, Storrs, Maniccia, Kidera

- **AUDIT COMMITTEE MEETING - FRIDAY, MARCH 13, 2020 8:00 A.M. ROOM 101**
- **REGULAR MEETING - FRIDAY, MARCH 27, 2020 8:00 A.M. AUDITORIUM**
- **RESOLUTION FOR JOE RICHARDSON**

Longtime member Joe Richardson resigned from the Agency effective March 2. Members presented him with a resolution commemorating his service to the Agency, the Town, and to businesses and residents.

VII. Adjournment

Motion To: Adjourn

RESULT:	ADJOURN [6 TO 0]
MOVER:	Richard Kotlow, Board Member
SECONDER:	Tim Maniccia, Board Member
AYES:	Richardson, Kotlow, McCann, Storrs, Maniccia, Kidera
RECUSED:	Frank S. Venezia