

Frank S. Venezia
Chair
Victoria Storrs
Vice Chair
Tim McCann
Secretary
Richard Kotlow
Assistant Secretary
Tim Maniccia
Member
David Kidera
Member
Catherine M. Hedgeman, Esq.
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
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Regular Meeting Minutes
Friday, September 25, 2020
8:00 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
Vacant
*Economic Development
 Coordinator*
 Ext. 1189
Robin Nagengast
*Assistant to the Executive Director
 and Clerk*
 Ext. 1164

I. Notice

- **DUE TO THE NOVEL CORONAVIRUS (COVID-19) THE BOARD WILL NOT BE MEETING IN-PERSON. THE MEETING IS BEING HELD ELECTRONICALLY VIA VIDEO CONFERENCE AND A TRANSCRIPT WILL BE PROVIDED AT A LATER DATE. MEMBERS OF THE PUBLIC MAY VIEW AND LISTEN TO THE MEETING LIVE BY VISITING THE TOWN'S WEBSITE/MEETING PORTAL. AN EXECUTIVE ORDER (202.1) ISSUED BY GOVERNOR CUOMO ON 3/12/2020 SUSPENDED THE OPEN MEETINGS LAW. MEMBERS OF THE PUBLIC MAY LISTEN TO AND VIEW THE MEETINGS LIVE BY VISITING WWW.TOWNOFBETHLEHEM.ORG, CLICK THE MEETINGS BUTTON FOUND ON LEFT SIDE OF WEBPAGE AND SELECT THE APPROPRIATE BOARD FROM THE DROPDOWN. AGENDAS, MINUTES, AND VIDEOS ARE AVAILABLE AT THIS SAME LINK. PLEASE CHECK THE TOWN WEBSITE FOR UPDATES.**

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 8:00 AM with the presence of a quorum noted.

Attendee Name	Title	Status	Arrived
Frank S. Venezia	Board Member/Chairman	Present	
Victoria Storrs	Board Member/Vice Chair	Present	
Tim McCann	Board Member/Secretary	Absent	
Richard Kotlow	Board Member/Assistant Secretary	Present	
Tim Maniccia	Board Member	Present	
David Kidera	Board Member	Present	
Catherine Hedgeman	Board Member	Absent	
Thomas P. Connolly	Executive Director/Agency Counsel	Present	
Allen F. Maikels	CFO and Contracting Officer	Present	
Robin Nagengast	Assistant to the Executive Director	Present	
Robert Leslie	Director of Planning	Present	
David VanLuven	Town Supervisor	Present	

III. Minutes Approval

Wednesday, August 26, 2020

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	David Kidera, Board Member
SECONDER:	Victoria Storrs, Board Member/Vice Chair
AYES:	Venezia, Storrs, Kotlow, Maniccia, Kidera
ABSENT:	Tim McCann, Catherine Hedgeman

IV. Reports of Committees

No committee reports.

V. Communications

No communications.

VI. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

As part of Comp Plan update process, Town Board will discuss a building moratorium on residential applications.

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

Two businesses in early planning stages. Two micro enterprise projects are moving forward. No announcement of a 2020 program yet.

VII. New Business

- **FINANCIAL STATEMENTS 8/31/20 (MAIKELS)**

Fee income is ahead of budget as is net income. Grant program will be included in future financial reports.

- **BIDA COVID-19 GRANT PROGRAM COMMITTEE RECOMMENDATIONS OF GRANTS (HEDGEMAN)**

Mr. Kotlow reported on the recommendations of the September 14, 2020 agency committee that reviewed the COVID-19 Small Business State Disaster Emergency Grant Applications. No members of the public registered to make a public comment.

- **I. RESOLUTION APPROVING COVID-19 SMALL BUSINESS GRANTS**

WHEREAS, Town of Bethlehem Industrial Development Agency (the "Agency") is a public benefit corporation 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 encourage economic growth in the Town of Bethlehem; and WHEREAS, the Agency intends to implement New York State Chapter 109 of the Laws of 2020 amending section 858 of the General Municipal Law (State Legislation) which allows the Agency to provide grants to small businesses or not-for-profits for the purpose of purchasing personal protective equipment (PPE) and other fixtures (Fixtures) necessary to prevent the spread of COVID-19;

WHEREAS, the Agency has received applications from Bethlehem Preschool Inc., Free Movement Pilates LLC, Jai Albany LLC and Selwyn A. Fraiman for grants by the Agency of \$500.00 for each applicant and an application from M & P Gifts LLC for a grant by the Agency of \$165.00; and

WHEREAS, the applicants:

- a. are physically located in the Town of Bethlehem,
- b. were in operation as of 3/7/2020,
- c. have not more than 50 full-time employees (FTEs) as of 3/7/2020 and as of the date of the application,
- d. conduct business within the Town,
- e. have been negatively affected by the State disaster emergency,
- f. had been financially viable as of 3/7/2020 and as of the date of the application,
- g. have provided proof satisfactory to the Agency of the purchase of PPE and/or installation of PPE and fixtures,
- h. have provided financial statements or internally prepared financial statements for the most recent fiscal year,
- i. have provided a list of loans and grants the applicant has received or applied for with a similar purpose,

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

Section 1. The Agency approves grants to the above named applicants for the amounts specified above conditioned upon the applicants executing a Grant Agreement with the Agency; and

Section 2. The Agency hereby authorizes the Chairman or the Executive Director to execute the Grant Agreement and to take all steps necessary to implement this Resolution; and

Section 3. This Resolution shall take effect immediately.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Kotlow, Board Member/Assistant Secretary
SECONDER:	Victoria Storrs, Board Member/Vice Chair
AYES:	Venezia, Storrs, Kotlow, Maniccia, Kidera
ABSENT:	Tim McCann, Catherine Hedgeman

VIII. Future Meetings

- **SCHEDULE FINANCE COMMITTEE MEETING WEEK OF OCTOBER 5, 2020**

The Finance Committee will meet remotely Friday, October 9 at 8:30am.

- **REGULAR MEETING - FRIDAY, OCTOBER 23, 2020 8:00 A.M. REMOTE**

The next regular IDA meeting is scheduled Friday, October 23 at 8am.

IX. Adjournment

Motion To: Adjourn

RESULT:	ADJOURN [UNANIMOUS]
MOVER:	Richard Kotlow, Board Member/Assistant Secretary
SECONDER:	David Kidera, Board Member
AYES:	Venezia, Storrs, Kotlow, Maniccia, Kidera
ABSENT:	Tim McCann, Catherine Hedgeman