

Victoria Storrs

Chair

David Kidera

Vice Chair

Assistant Secretary

Richard Kotlow

Secretary

Treasurer

Edward W. De Barbieri

Member

Victor Franco

Member

Georgette Steffens

Member

BETHLEHEM IDA

TOWN OF BETHLEHEM
ALBANY COUNTY, NEW YORK

**Town of Bethlehem
Industrial Development Agency**

445 Delaware Avenue

Delmar, NY 12054

(518) 439-4955

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www.bethlehemida.com

Catherine M. Hedgeman, Esq.

Executive Director

Agency Counsel

(518) 752-3111

Allen F. Maikels

Chief Financial Officer

Contracting Officer

(518) 487-4679

John W. Taylor

Senior Economic Developer

(518) 439-4955 x1189

Annual Meeting Agenda

Wednesday, February 22, 2023 | 8:00am | Bethlehem Town Hall Room 101A

Livestream:

<https://us02web.zoom.us/j/88029978194?pwd=YklrdGtlb1lYWfVQL2VxbHpyY3FQdz09>

I. Call to Order/Roll Call/Quorum Determination

II. New Business

1. Resolution Approving Appointments and Administrative Matters

III. Adjournment

A regular meeting of 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 February 22, 2023, 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, Chair
David Kidera, Vice Chair
Richard Kotlow, Secretary and Treasurer
Victor Franco, Member
Edward W. De Barbieri, Member
Georgette Steffens, Member

ABSENT:

THE FOLLOWING PERSONS WERE ALSO PRESENT:

Allen F. Maikels, CFO
Catherine M. Hedgeman, Esq. Executive Director & Agency Counsel
John Taylor, Senior Economic Developer

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

**RESOLUTION APPROVING CERTAIN APPOINTMENTS AND
ADMINISTRATIVE MATTERS OF THE AGENCY 2023-2024**

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 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
David Kidera	VOTING
Richard Kotlow	VOTING
Victor Franco	VOTING
Edward W. De Barbieri	VOTING
Georgette Steffens	VOTING

The resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
) SS.:
COUNTY OF ALBANY)

I, the undersigned Assistant Secretary of Town of Bethlehem Industrial Development Agency (the “Agency”), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency held on February 22, 2023 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the “Open Meetings Law”), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present through said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 22nd day of February, 2023.

Assistant Secretary

(SEAL)

SCHEDULE A

Officers of the Agency

Chair	Victoria Storrs
Vice Chair	David Kidera
Secretary	Richard Kotlow
Treasurer	Richard Kotlow
Assistant Secretary	Catherine M. Hedgeman, Esq.

Committees Audit Committee: Georgette Steffans, Chair, Victoria Storrs, and David Kidera

Governance Committee: David Kidera, Chair, Richard Kotlow, and Victor Franco

Finance Committee: Richard Kotlow, Chair, Edward W. De Barbieri, and Victoria Storrs

Confirmation of Regular Agency Meeting Schedule

Regular meetings will take place on the fourth Wednesday of each month 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 M. Hedgeman, Esq.
Chief Financial Officer	Allen F. Maikels
Senior Economic Developer	John Taylor
Contracting Officer	Allen F. Maikels
Freedom of Information Officer	Catherine M. Hedgeman, Esq.

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 M. Hedgeman, Esq. Hedgeman Law Firm PO Box 177 Slingerlands, New York 12159
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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