

**Victoria Storrs**  
Chair

**David Kidera**  
Vice Chair

**Richard Kotlow**  
Treasurer

**Edward W. De Barbieri**  
Secretary

**Victor Franco**  
Member

**Georgette Steffens**  
Member

**Chris Welch**  
Member



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Chief Financial Officer  
Contracting Officer  
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**John W. Taylor**  
Senior Economic Developer  
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### **Board Meeting Minutes**

**Tuesday, December 19, 2023 | 8:00am | Bethlehem Town Hall Room 101A**

**Livestream:**

<https://us02web.zoom.us/j/89279888945?pwd=U3VnVHlqV2hKT29VTmFvQ0pRUmN3QT09>

#### **I. Call to Order/Roll Call/Quorum Approval**

##### **Members present**

Victoria Storrs, Chair

D. Kidera

V. Franco

R. Kotlow

C. Welch

E. De Barbieri

##### **Absent:**

G. Steffens

Also present:

Al Maikels, Chief Financial Officer

Catherine M. Hedgeman, Esq., Executive Director and Agency Counsel

David VanLuven, Town Supervisor

John Taylor, Senior Economic Developer

A. Joseph Scott, Esq., Special Counsel

#### **II. Approval of Minutes from the November 14, 2023 Board Meeting**

- III. Mr. Kidera made a motion to approve the November 14, 2023 Minutes, seconded by Mr. Welch, with all members present in favor.

IV. **Financial Report**

a. **Report of the November 2023 Financials**

Mr. Maikels provided the Financial Report for November 2023.

V. **Updates from John Taylor, Senior Economic Director**

Mr. Taylor explained that the BIDA received three responses to RFP for industrial site selection services. He hopes to conduct interviews in regard to the new applications with the hope of providing a more extensive update during the January board meeting.

VI. **New Business**

a. **Items for Action**

i. **Resolution Approving Amendments to GB II NEW YORK, LLC PILOT Agreement (PSEG)**

Mr. Scott and Ms. Hedgeman explained the process and the purpose of the resolution in regard to the extension for PSEG. Mr. Kotlow made a motion to approve the resolution approving amendments to GB II New York, Pilot Agreement, with all members present in favor.

ii. **Resolution to Approve Agreement for Executive Director and a Retainer Agreement for Agency Counsel**

Board members discussed the updated retainer agreement for agency counsel. After reviewing the document, Mr. Kidera stated that some of the language may create ambiguity. As such, Ms. Hedgeman agreed to edit the ambiguous aspect of the document in an effort to create more clarity. Mr. Kotlow made a motion to approve the agreement as amended, seconded by Mr. Welch, with all members present in favor.

iii. **Resolution to Approve Services Contract with Town of Bethlehem**

Mr. Franco made a motion to approve the updated service contract with the Town of Bethlehem, seconded by Mr. Welch, with all members present in favor.

iv. **Review of Insurance quotes- Cyber Security quote**

Ms. Hedgeman explained that one of the primary issues up for discussion is whether or not cyber security insurance is necessary. The BIDA currently utilizes the BellesBoard management site for document management. Board members discussed coverage options and expenses. Mr. Kotlow and MS. Hedgeman agreed to follow up with the insurance broker.

VII. **Adjourn**

Mr. Welch made a motion to adjourn the meeting, seconded by Mr. Kidera, with all members present in favor.